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|  | Specification | Kusile Power Station |
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Title: Kusile Power Station Provision of Medical Supplies Services Medical Centre **Document Identifier: KUS-202208148**

Alternative Reference Number:

Area of Applicability: **Kusile Power Station**

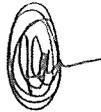
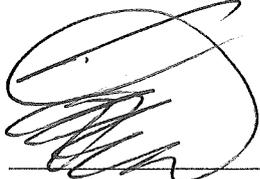
Functional Area: **Human Resources**

Revision: **1**

Total Pages: **12**

Next Review Date: **January 2026**

Disclosure Classification: **Controlled Disclosure**

| Compiled by | Supported by | Functional Responsibility | Authorized by |
|---|---|--|---|
|  |  |  |  |
| P. Lokothwayo | J. Thumbatha | V. Mokoena | C. Nani |
| Senior Occupational Health Nurse | Senior Advisor Professional Occupational Health | Middle Manager- Human Resources | General Manager- Power Station |
| Date: 2024/10/21 | Date: 2024/10/21 | Date: 01/11/2024 | Date: 04/11/2024 |

| Content | Page |
|--|-------------|
| 1. Introduction..... | 3 |
| 2. Supporting Clauses | 3 |
| 2.1 Scope..... | 3 |
| 2.1.1 Purpose..... | 3 |
| 2.1.2 Applicability | 3 |
| 2.1.3 Effective Date | 3 |
| 2.2 Normative/Informative References | 3 |
| 2.2.1 Normative..... | 3 |
| 2.2.2 Informative..... | 4 |
| 2.3 Definitions | 4 |
| 2.4 Abbreviations | 4 |
| 2.5 Roles and Responsibilities | 4 |
| 2.5.1 The Contractor's Activities | 4 |
| 2.5.2 Cost Management | 5 |
| 2.5.3 Risk Management..... | 5 |
| 2.5.4 Quality Management | 5 |
| 2.6 Process for Monitoring..... | 5 |
| 2.7 Related/Supporting Documents..... | 5 |
| 3. Description of the <i>works</i> | 5 |
| 3.1 Medicine Expiry Dates..... | 6 |
| 3.2 Delivery | 6 |
| 3.3 Incorrect Deliveries..... | 6 |
| 3.4 Damaged Goods | 7 |
| 3.5 Program and Planning..... | 7 |
| 3.5.1 Reporting..... | 7 |
| 3.5.2 Meetings..... | 7 |
| 3.5.3 Drug List..... | 7 |
| 4. Acceptance..... | 12 |
| 5. Revisions..... | 12 |
| 6. Development Team | 12 |
| 7. Acknowledgements | 12 |

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1. Introduction

A Power station employs various industrial activities with high levels of risks that could result in a wide range of injuries and diseases. These incidents may vary from minor ailments to major injuries. As a result, the power station needs a well-equipped and well-stocked onsite medical facility to be able to manage such incidents. A disturbance in the state of an employee's wellbeing in the workplace may negatively affect the employee's performance thereby affecting the entire production of the Power station. Therefore, it is imperative that an onsite medical facility is well equipped and stocked to ensure its preparedness in managing the health and wellness of the employees and thereby increasing productivity of the station.

2. Supporting Clauses

2.1 Scope

2.1.1 Purpose

The purpose of this document is to define a User Scope of Work requirement based on which a long-term service contract of three years will be established between Kusile Power Station Generation Division and the Human Resources, Occupational Health Department.

2.1.2 Applicability

This document shall be applicable to Kusile Power Station Generation Division.

2.1.3 Effective Date

The document will be effective from the authorisation date.

2.2 Normative/Informative References

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

2.2.1 Normative

- [1] ISO 9001 Quality Management Systems
- [2] ISO 14001 Environmental Management Systems guidance
- [3] Medicine and Related Substances Act, 1965 (Act 101 of 1965) and regulations
- [4] National Environmental Management Waste Act, 2008 (Act 59 of 2008)
- [5] National Health Amendment, 2013 (Act 12 of 2013)

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2.2.2 Informative

- [1] Eskom Waste Management Standard, 32-245
- [2] SANS 10248-1,2008 Management of Health Care Waste
- [3] National Environmental Management Waste Act, 2008 (Act 59 of 2008)
- [4] Occupational Health and Safety Act,1993 (Act 85 of 1993), and its regulations
- [5] ISO 9001 Quality Management Systems

2.3 Definitions

- i. "Cold chain" means a temperature-controlled supply chain comprising refrigerated production, storage and distribution facilities supported by equipment that maintain a low temperature.
- ii. "Disposal" means deposit, burial, discharge, or release of any waste into or onto land.
- iii. "Hazard" means a source of or exposure to danger to harm.
- iv. "Occupational health practitioner (OHP)" means a person who holds a qualification in occupational health recognised by the Health Professions Council of South Africa or the South African Nursing Council. This shall include both occupational medicine practitioner(s) (OMP) and occupational health nursing practitioner(s) (OHNP).
- v. "Risk" means the probability that an injury or damage will occur.
- vi. "Pharmaceutical Waste" means unused medicine, medications, and residues of medicines that are no longer usable as medication.

2.4 Abbreviations

| Abbreviation | Explanation |
|--------------|--|
| HPCSA | Health Professions Council of South Africa |
| ISO | International Organization for Standardization |
| NEMWA | National Environmental Management Waste Act |
| OHNP | Occupational health nursing practitioner |
| OHP | Occupational medicine practitioner |
| QCP | Quality Control Program |
| SANC | South African Nursing Council |
| SANS | South African National Standards |

2.5 Roles and Responsibilities

2.5.1 The Contractor's Activities

- i. Update control base budget with accepted compensation events.
- ii. Report on all possible and accepted compensation events.
- iii. Compile and manage compensation event/early-warning register.

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2.5.2 Cost Management

The Contractor manages all costs and replacement values applicable to this Power Station in conjunction with the Employer's inputs. All changes or issues resulting in changes to the prices of the various outputs managed by the Contractor is discussed and agreed with the Employer prior to being implemented.

2.5.3 Risk Management

- i. The Contractor ensures that all risks are managed to enable the successful execution of the work.
- ii. Any risk that occurs or develops at any stage should be brought to the Employer's attention in writing immediately or at the latest within 1 day. A risk register is kept.
- iii. A general risk analyses is performed prior to starting with the work.

2.5.4 Quality Management

During execution of the contract no actions to provide the scope are implemented before the relevant quality control documentation is submitted and the Employer's acceptance of the procedures is given.

The Contractor compiles and submits copies of the Quality Management Plan and Quality Control Plan (QCP) which includes the necessary hold and witness points, for acceptance to the Employer. The Employer may use or modify the Contractor's existing QCP.

The Employer reserves the right to perform quality audits at any time during the execution of the scope.

2.6 Process for Monitoring

Assurance will be provided by regular stock take of the supplies, and by means of regular internal reviews on annual basis from Health and Wellness centre of excellence.

2.7 Related/Supporting Documents

3. Description of the works

In general, the scope of this contract will cover the supply and delivery of medicines and medical equipment to Kusile Power Station Medical Centre for the period.

Kusile Power Station Medical Centre offers variety of services that include occupational health, emergency service, awareness, and counselling as well as office based primary health care. For these services to operate smoothly, the medical centre needs a reliable and constant supply of medical consumables, equipment, and medicines.

The list of all medicines and consumables that will be required from the supplier are described in detail in the section below as per EDL (Essential Drug List). The supplier will be expected to deliver within a week after placing an order with them. Should any of the medicines or consumables be

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damaged during transportation to site, the supplier will be held responsible. Late deliveries without valid reasons will not be tolerated.

The supplier shall provide all labour, supervision, administration, and management of, equipment, tools, supplies and materials to perform the services as specified herein.

The *Contractor* will be supplying the medicines to the Kusile Power Station Medical Centre as needed. The supplier will be required to produce proof of registration with the professional council that enables them to handle drugs. The medical centre personnel will order the medicines according to the need and forward the order to the contractor via the mutually agreed mode of communication (preferably email). The contractor will then have one week to deliver the required stock. If for any reason the supplier does not have the required item in stock, he/she will have to give an alternative date as to when the item will be acquired and delivered to Kusile Power Station Medical Centre. The specified period will not be longer than five working days. Should a specific item that has been ordered not be available, the supplier shall substitute that item with another item intended for same purpose and of the same value.

3.1 Medicine Expiry Dates

Kusile Power Station Medical centre will have an agreement with the supplier that:

- i. No medicine with an expiry date of less than one year will be accepted by the medical centre from the supplier.
- ii. Expired medicine will be returned to the supplier for disposal, and the supplier will furnish the medical centre with a disposal certificate not later than one month from the date of collection.
- iii. If the medication is left with a three month shelf life (three months to the expiry date, such medication will be returned to the supplier and the supplier will credit us with the value of that medication or replace them with medication that has a later expiry date than the ones returned.

3.2 Delivery

The preferred turnaround delivery after placing an order with the supplier five working days. If the supplier has difficulties making the delivery, they will have to communicate the reasons for delay and commit to a viable date as to when delivery will be made. Deliveries to take place anytime from Monday to Thursday from 07H00 to 15H30, Friday before 11H00. The supplier must communicate with the medical centre twenty four hours prior to the delivery date to make access arrangements.

3.3 Incorrect Deliveries

The supplier will be accountable for any incorrect deliveries made to the client. Any other alternative item that the supplier would like to make will have to be approved by the medical centre before delivery. If possible, the alternative item will have to be of the same value and must contain similar ingredient contents. All costs involved with the delivery of incorrect orders will be on the supplier's account. The supplier must stick to the volume and strength of the products ordered, if substitution/replacement has to be made, this must be communicated and agreed between the supplier and the client.

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The supplier will be accountable for damaged, expired on delivery, broken and faulty equipment. If the faulty equipment is still within the manufacturer's warranty, such equipment/goods will be returned to the supplier who will send them back to the manufacturer for repair or replacement.

Maintenance of the equipment will be the responsibility of the medical centre, unless otherwise specified by the manufacturer.

3.4 Damaged Goods

Any damage or breakage that will occur to the medication or equipment during transportation to site will be the supplier's responsibility. No damaged goods on delivery will be accepted. Every item being delivered by the supplier will be checked in the presence of the supplier if it was received in good condition.

3.5 Program and Planning

3.5.1 Reporting

The Contractor submits reports to the Employer.

Written reports as per milestone dates has been agreed between the Supplier and the Employer. This contains the following information as a minimum:

- i. Feedback on the programme and deliverables
- ii. Activities completed during current reporting period
- iii. Activities to be undertaken during next reporting period
- iv. Areas of concern, and appropriate mitigation actions.
- v. Cost report, including amount expended to date, and an updated projection of expected expenditure.

3.5.2 Meetings

The Employer and the Service Provider Representative will hold formal monthly meetings to measure performance on an ongoing basis. All meetings will be held at Kusile Power Station Medical Centre, and a schedule will be forwarded to the supplier.

3.5.3 Drug List

| DESCRIPTION | Quantity Per Pack | Quantity for Contract |
|--|-------------------|-----------------------|
| Paracetamol 500mg/ ADCO-Napamol | 5000 Tablets | 4 |
| Ibuprofen 200mg/ Betapropfen 200mg | 1000 Tablets | 4 |
| Ibuprofen 400mg/ Bren 400mg | 1000 Tablets | 2 |
| Diclofenac 50mg/ Mylan Diclofenac 50mg | 500 Tablets | 8 |
| Diclofenac 75mg/ Difenjet 75mg/3ml | 50 Ampules | 10 |
| Aspirin 300mg | 1000 Tablets | 5 |
| Indomethacin 25mg | 500 Capsules | 1 |

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| Ascorbic Acid | 500 Tablets | 10 |
| Multivitamin | 5000 Tablets | 2 |
| Vitamin B.CO | 5000 Tablets | 2 |
| Fluend Capsules | 1000 Capsules | 10 |
| Sinutab + Codeine | 10 Tablets | 50 |
| Colclear Tablets | 1000 Tablets | 2 |
| Loperamide 2mg/ Prodiium | 100 Tablets | 8 |
| Senokot | 20 Tablets | 5 |
| Clopamon 10mg/ Maxolon | 500 Tablets | 4 |
| Hyospasmol 10mg | 100 Tablets | 12 |
| Scopaject | 10 Ampules | 4 |
| Clopamon 10mg/ 2ml | 10 Ampules | 4 |
| Rheniton 4mg/ Allergex | 1000 Tablets | 10 |
| Annusol Suppository | 10 Suppositories | 40 |
| Oral Rehydration Solution/ Gastric Plus | 20 Sachets | 30 |
| Clear Cough 100mls | Bottle | 200 |
| Alcophyllex 100mls | Bottle | 200 |
| DPH 100mls | Bottle | 50 |
| Mouth Wash 100mls | Bottle | 80 |
| Mayogel 100mls | Bottle | 300 |
| Alkafizz 60g | Bottle | 100 |
| Iglo Eye Drops | Bottle | 200 |
| Spersallerge Eye Drops | Bottle | 200 |
| Deep freeze Aerosol Spray | Spray Bottle/can | 80 |
| Chloromex Eye Ointment | Tubes | 100 |
| Vitamin B.CO Injection | 10 Vials | 40 |
| Adco Acyclovir Cream | Tubes | 100 |
| Sinucons (20) | Box | 50 |
| nystacid oral susp 20ml | bottle | 40 |
| scheduled drug books | each | 4 |
| daktarin oral gel 30g | box | 40 |
| iodised lozenges | 1000 | 4 |
| mist pot sits 100ml | each | 100 |
| ventolin nebs | 20 in box | 5 |
| gaviscon tablets | 24 in box | 40 |
| Gaviscon syrup | 100ML Bottle | 50 |
| pharm-q-metoclopramide 10mg/2ml | (10) box | 4 |
| Tetanus toxoid (titivac) inj | each | 20 |

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| activated charcoal (60) | 60 box | 1 |
| mist alba 100mls | Bottle | 100 |
| liquid parafin 100mls | Bottle | 30 |
| iliadin nasal spray adult | box | 80 |
| Premapore Assorted | 150mmx80mm | 100 |
| jelonet Dressing | 100mmx7m Strip Tub | 4 |
| codorol | 1000 in box | 0 |
| ventolin INH/ Venteze Inh | each | 8 |
| Asthavent INH | each | 8 |
| wooden spatular | 100 in box | 4 |
| eye pad (first Aid) | 50 in a pack | 2 |
| Eye shield (first Aid) | Each | 100 |
| rub-rub 25g | each | 200 |
| plastic bags/ Carry Bags | 1000 | 2 |
| betadine solution 1000ml | each | 2 |
| Betadine Ointment tub 500g | each | 4 |
| Wintergreen 25g | Tubes | 0 |
| Silbercor 500g | 500g Tubes | 3 |
| Mepyraderm Cream | Tubes | 40 |
| Histodor Cream | Tubes | 40 |
| AF Ointment | Tubes | 40 |
| Vitamin E Cream | 500g Tub | 10 |
| Combi 9 | 100 Strips | 6 |
| Deep Heat Aerosol Spray | Each | 10 |
| Gluko Plus Strips/ Accu-Check Glucose Strips | 50 Strips | 8 |
| Cholesterol Strips | 25 Strips per bottle | 8 |
| Pregnancy Test Strips | 100 Strips | 2 |
| Blades Various Sizes | 100 Blades | 4 |
| Spirometer Bacterial Filters | 100/Box | 5 |
| Steriwipes (wet) | 100 Wipes/bottle | 10 |
| Sanitary Towels | 10 in pack | 60 |
| Plastic Apron | 10 in pack | 5 |
| Disposable Surgical Masks | 100 in box | 10 |
| Elastoplast STRIPS Various Sizes | 20 in pack | 50 |
| Elastoplast Roll 75MMX3M | Each | 20 |
| Non Allergenic Roll 12.5MMX3M | Each | 20 |
| Crepe Bandage | 50mm | 100 |
| Crepe Bandage | 75mm | 100 |

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|---|---------------|-----|
| Crepe Bandage | 100mm | 100 |
| Conforming Bandage | 50mm | 100 |
| Conforming Bandage | 75mm | 100 |
| Conforming Bandage | 100mm | 100 |
| Cotton Wool Balls | 100 in pack | 4 |
| First Aid Bandage | No 3 | 10 |
| First Aid Bandage | No 5 | 10 |
| Triangular Bandages | Each | 50 |
| Alcohol Swabs | 100 in box | 8 |
| HIV Rapid Test | 20 in pack | 5 |
| Adult Neb | Each | 100 |
| Adult O2 Mask | Each | 50 |
| Nasal Canula | Each | 100 |
| Burnshield | Various Sizes | 50 |
| Dressing Packs | Each | 80 |
| Gauze | 100 in pack | 20 |
| Medisure Sachets | 100 in pack | 0 |
| Sterile Gloves powder free | Size S, M, L | 20 |
| Nitrile Gloves powder free various sizes (M &L) | 100 per box | 20 |
| Alcohol hand Spray 500ml | Each | 30 |
| Labels Roll 100 labels | Blank | 1 |
| Labels Roll 100 labels | Cream | 2 |
| Labels Roll100 labels | Mixture | 2 |
| Labels Roll100 labels | Tablets | 2 |
| Plastic Packets/ Tablet Bags/Pill Plastics | 100 in pack | 5 |
| Blood Lancets | 100 in box | 4 |
| Sodium Chloride 1000ml | 10 in box | 10 |
| Sodium Chloride 200ml | Each | 40 |
| Dextrose 1L | 10 in box | 1 |
| Dextrose 50% 50ml | 10 in box | 0 |
| Ringers Lactate 1000ml | 10 in box | 10 |
| Jelcos Various Sizes | 50 in box | 10 |
| Neck Collars Hard S, M & L | Each | 5 |
| Neck Collars Soft S, M & L | Each | 5 |
| Admin Sets 20d/ml | Each | 20 |
| Admin Sets 60d/ml | Each | 20 |
| Syringes Various Sizes 3ml, 5ml, 10ml | 100 in box | 10 |
| Dial a Flow | Each | 0 |

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| Adenocor 5mg/ Andenocor 6mg/2ml | 10 in box | 0 |
| Adrenaline 1ml | 10 in box | 0 |
| Anexate 1mg/10ml | 10 in box | 0 |
| Anexate 5mg/5ml | 10 in box | 0 |
| Ativan 1ml | 10 in box | 0 |
| Atropine 1.0mg | 10 in box | 0 |
| Atrovent UDV 0.5mg/ adco-ipatropium | 60 | 0 |
| Calcium Chloride 10ml | 10 in box | 0 |
| Charcoal 250mg/ activated charcoal | 60 | 0 |
| Combivent UDV | 60 in pack | 3 |
| Cordarone X IV 3ml | 10 in box | 0 |
| Pethedine 100mg | 10 in box | 0 |
| Dormicum | 10 in box | 0 |
| Furosemide 20mg | 10 in box | 0 |
| Glucagon Hypokit | | 0 |
| Lignocaine 2% 5ml | 10 in box | 0 |
| Magnesium Sulphate 50% | 10 in box | 0 |
| Morphine Sulphate 15ml | 10 in box | 0 |
| Naloxone 0.4mg/ml | 10 in box | 0 |
| Nitrolingual Spray | 1 | 2 |
| Pax 10mg/2ml/ macro-dizapam 10mg/2ml | 10 in box | 1 |
| Neurological Reflex Hammer 5 Piece Set | Each | 1 |
| Sthetoscope class iii | Each | 2 |
| Phenergan 25mg/1ml | 10 in box | 1 |
| Plavix 75mg | 28 in box | 0 |
| Sodium Bicarbonate 8.5% | 5 in box | 0 |
| Solu cortef 100mg/2ml | Each | 0 |
| Solu medrol 125mg/2ml | 5 in box | 0 |
| Thiamine 100mg/10ml | 10 in box | 1 |
| X-Ray Reading Light (Wall mounted) | Each | 1 |
| UV disinfection light-wall mounted | Each | 2 |
| IV Pole (on Wheels) | Each | 3 |
| Barometer | Each | 1 |
| Portable ENT set | Each | 2 |
| Digital haemoglobin meter | Each | 2 |
| cholesterol meter | Each | 2 |
| Automatic digital Urine analyser | Each | 2 |
| Disinfect wipes (Steriwipes) | 100/Pack | 10 |

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| Patient Digital Vital signs monitor on a stand/ wheel | Each | 2 |
| White Board /Notice Board | Each | 2 |
| Earpieces (Ear Inspection) | 10 per pack | 4 |
| Lignocaine 2ml | 10 in box | 0 |
| Xylocaine Pump | Each | 0 |
| | | |
| | | |
| Miscellaneous | | |
| | | |
| | | |
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| | | |

4. Acceptance

This document has been seen and accepted by:

| Name | Designation |
|-----------------|---|
| Jerry Thumbatha | Senior Advisor Professional Occupational Health |
| Vuyo Mokoena | Middle Manager Human Resources |

5. Revisions

| Date | Rev. | Compiler | Remarks |
|--------------|------|---------------|-------------------|
| January 2023 | 1 | P. Lokothwayo | First development |

6. Development Team

The following people were involved in the development of this document:

Prudence Lokothwayo

Jerry Thumbatha

7. Acknowledgements

None

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