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Project Name:

PROVISION OF SMART VENDING FOR UTILITY AND REVENUE ENHANCEMENT SOLUTIONS WITHIN
ETHEKWINI MUNICIPALITY AREA OF SUPPLY FOR A PERIOD OF THIRTY-SIX MONTHS

1. Background

Corona viruses are a large family of viruses that are found in both humans and animals. Some of these viruses are known to cause illnesses ranging from common cold to severe respiratory diseases. Corona virus (COVID-19) was identified in December 2019 in Wuhan, China. COVID-19 infections have spread to other countries in the world.

Exposure to COVID-19 may cause flu like symptoms such as coughing, sneezing, noseaches, fever, fatigue/weakness, sore throat and at times affect the lungs and airways. Symptoms can be mild, moderate, severe or fatal.

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. To reduce the impact of Covid-19 outbreak conditions on businesses, workers, customers and the public, it is important for all employers to plan now for COVID-19. For employers who have already planned for influenza outbreaks involving many staff members, planning for COVID-19 may involve updating plans to address the specific sources of exposure, routes of transmission, and other unique characteristics of SARS-CoV-2, i.e. compared to influenza virus outbreaks.

2. Introduction

The legislation governing workplaces in relation to COVID-19 is the Occupational Health and Safety Act (85 of 1993), as amended, read with the Hazardous Biological Agents Regulations. Section 8(1) of the Occupational Health and Safety (OHS) Act, requires the Employer to provide and maintain as far as is reasonably practicable a working environment that is safe and without risks to the health of employees. Specifically, section 8(2)(b) requires steps such as may be reasonably practicable to eliminate or mitigate any hazard or potential hazard before resorting to personal protective equipment (PPE). However, in the case of COVID-19, a combination of controls is required, although the main principle is to follow the hierarchy of controls.

While engineering and administrative controls are considered more effective in minimizing exposure to COVID-19, PPE may also be needed to prevent certain exposures. While correctly using PPE can help prevent some exposures, it should not take the place of other prevention strategies.

This Health and Safety Specification deals with the current COVID-19 pandemic on specific construction sites to be adhered to. It covers most scenarios and each Employer should consider their own unique circumstances and make the necessary calls in the interest of the health and safety of their workers.

3. Definitions

"BCEA" means the Basic Conditions of Employment Act, 1997 (Act No. 75 of 1997)

"Contractor" wherever used in the contract documents and in this specification, shall have the same meaning as "Contractor" as defined in the General Conditions of Contract. For the purpose of this contract the "Contractor" will, in terms of OHS Act (1993), be the mandatory of the Employer, without derogating from his status as an employer in his own right.

"COVID-19" means Coronavirus Disease (2019)

"DoEL" means Department of Employment and Labour (previously Department of Labour)

"DoH" means the (National) Department of Health

"Disaster Management Act" means the Disaster Management Act, 2002 (Act No. 57 of 2002)

"Employer" means the Employer as defined in the General Conditions of Contract and it shall have the exact same meaning as "Client" as defined in the Construction Regulations (2014). "Employer" and "Client" is therefore interchangeable and shall be read in the context of the relevant document.

"OHS Act" means the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993)

"PPE" means personal protective equipment

"virus" means SARS-Cov-2 virus

"Worker" means any person who works in an employer's workplace including an employee of the employer or contractor, a self-employed person or volunteer

"Workplace" means any premises or place where a person performs work

"NICD" means National Institute for Communicable Diseases

"OHMP" means Occupational Health Medical Practitioner

4. COVID-19 Risk Assessment

- The Contractor shall ensure that a COVID-19 Risk Assessment and COVID-19 Health and Safety Plan is developed and submitted to the Client prior to commencement of the construction work - plan shall be in line with the Client's COVID-19 Health and Safety Specification.
- The Contractor shall appoint a COVID-19 Compliance Officer to ensure that all necessary COVID-19 safety precautions are implemented.
- If the Contractor employs more than 500 employees, that contractor must submit a record of its risk assessment together with a written policy concerning the protection of the health and safety of its employees from COVID-19 as contemplated in section 7(1) of the OHS Act to its health and safety committee established in terms of section 19 and of OHS Act and the Department of Employment and Labour.
- The Contractor must ensure that the measures required by the COVID-19 Direction of Occupational Health and Safety in Workplaces COVID-19 (C19 OHS), 2020 and its risk assessment plan are strictly complied with through monitoring and supervision.

5. Training and awareness

- The Contractor shall ensure that all workers are inducted on COVID-19 risk assessment.
- The Contractor shall ensure that workers are trained on COVID-19 to prevent the spread of the virus - training records shall be kept in the safety file.
- COVID-19 Direction on Health and Safety in the Workplace dated 4 June 2020, shall be used as a guideline to the management of COVID-19 on construction sites.
- The Contractor shall provide workers with information that raises awareness in any form or manner, including where reasonably practicable leaflets and notices placed in conspicuous places in the workplace informing workers of the dangers of the virus, the manner of its transmission, the measures to prevent transmission such as personal hygiene, social distancing, use of cloth masks, cough etiquette and more to go for screening or testing if presenting with symptoms.

6. Hygiene

- The Contractor shall provide adequate facilities for the washing of hands with soap and clean water on each construction site.
- The Contractor shall provide 70% alcohol-based hand sanitizer at strategic points of the construction site.
- The Contractor shall provide paper towels to dry hands after hand washing, with bins to dispose of these as may be required.

7. Cleaning and Disinfecting

- The Contractor shall take measures to ensure that all work surfaces and equipment are disinfected before work begins, regularly during the working period and upon completion of the work.
- The Contractor shall ensure frequent cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as shared tools, shared construction vehicles, etc. using appropriate disinfecting solutions such as clean water, soap and bleach.

8. Social Distancing

- The Contractor shall arrange the site to ensure minimal contact between workers and as far as practicable so as to ensure a minimum of 1.5 meter distance between workers while they are working. Workers are to be made aware to maintain social distance when working.
- The Contractor shall ensure that social distancing measures are implemented through supervision of both the construction site and in the common areas outside the workplace, through queue control or within the workplace, these measures may include dividing the workers into groups or staggering break times to avoid the concentration of workers in common areas.
- The Contractor shall ensure that where the minimum distance is impossible workers must always be instructed to wear cloth / FFP2 masks or reducing the number of workers present in the construction site at any time to achieve the required social distancing.
- The Contractor shall ensure that employees working in offices are provided with physical barriers placed between their workstations.

9. Personal Protective Equipment (PPE)

- The Contractor shall ensure that every worker is provided with two cloth masks to be worn when in the workplace or public which comply with the requirement set out in the guideline issued by Department of Trade, Industry and Competition.
- The main benefit of everyone wearing a cloth mask is to reduce the amount of virus droplets being coughed up by those with infection and transmitted to others and to surfaces which others may touch.
- The Contractor shall ensure that workers are informed, instructed and trained on the correct use of all masks which may be used.
- The Contractor shall ensure to issue face shields/visors, where applicable.

10. Point of entry screening

- The Contractor shall identify the screening area for each site.
- The Contractor shall ensure that the daily point of entry screening is conducted when entering site by a nominated person.
- The Contractor shall ensure that all workers and visitors are screened and only those with the all clear will be given clearance to carry on within the work site.
- The Contractor shall ensure that during the screening a 1.5 m distance is maintained and FFP 2 mask to be worn by the nominated person.
- The Contractor shall ensure that the person conducting the screening is trained.
- The Contractor shall ensure that a bottle of sanitizer is available at the screening area.
- The Contractor shall ensure that all workers complete a COVID-19 questionnaire which will be used to screen potential risk personnel entering the site.

11. Symptomatic workers

- The Contractor shall ensure that any person who ticks YES to one or more symptoms will be sent home and be advised to seek testing by a health provider.
- The Contractor shall ensure that workers who are sick with continuous cough, sore throat, difficulty breathing, or a high temperature in the workplace will be encouraged to stay home.
- The Contractor shall ensure that where there is a positive tested COVID-19 case, the worker is on paid sick leave in terms of section 22 of the BCEA or if the worker's sick leave is exhausted, the Contractor shall apply for an illness benefit.
- The Contractor shall ensure that workers confirmed to have COVID 19 will be managed in line with National Department of Health COVID-19 guidelines.
- For workers diagnosed as symptomatic at the workplace, the Contractor shall isolate the worker and issue him/her with FFP 2 or surgical mask, arrange for the worker to be transported safely for further medical examination or testing, in a manner that does not place other workers or members of the public at risk.
- The Contractor shall ensure that the driver who is transporting the Person-Under-Investigation is provided with a FFP2 mask.
- The Contractor must assess the risk of transmission, disinfect the work area and refer those workers who may be at risk for screening to prevent possible transmission.

- The Contractor shall advise the DoEL and DoH so that other contacts be identified and be investigated.
- The Contractor shall ensure that the positive case is not discriminated in terms of the Employment Equity Act.
- The Contractor shall ensure that if there is evidence that the worker contracted COVID-19 as a result of occupational exposure, lodge a claim for compensation in terms of the Compensation for Occupational Injuries and Diseases Act (Act no. 130 of 1993) and Directive on Compensation for Workplace-Acquired Novel Coronavirus dated 30 June 2020.
- The Contractor shall ensure that if a worker has been diagnosed with COVID-19 and isolated in accordance with the DoH Guideline, a Contractor may only allow a worker to return to work only when the worker has produces a medical certificate of clearance.

12. Reporting and Investigation of a positive COVID 19 case

- If a worker has been diagnosed with COVID-19, the contractor must inform the Department of Health and the Department of Employment and Labour; and investigate the cause including any control failure and review its risk assessment to ensure that the necessary controls and PPE requirements are in place.
- The contractor must give administrative support to any contact-tracing measures implemented by the Department of Health.

13. Return to work after testing positive

- If a worker has been diagnosed with COVID-19 and isolated in accordance with the Department of Health Guidelines, a contractor may only allow a worker to return to work on the following conditions:
 - The worker has undergone a medical evaluation confirming that the worker has been tested negative for COVID-19;
 - The employer ensures that personal hygiene, wearing of masks, social distancing, and cough etiquette is strictly adhered to by the worker; and
 - The employer closely monitors the worker for symptoms on return to work.

14 Worker Obligation

- In addition to the obligations of employees under the OHS Act, every worker is obliged to comply with measures introduced by their employer / contractor as required by the COVID-19 Direction of Occupational Health and Safety in Workplaces COVID-19 (C19 OHS), 2020

15. Emergency Numbers

- Corona virus (COVID-19) 24-Hour Hotline number: 0800 002 9999
- Corona virus (COVID-19) WhatsApp Number: 060 012 3456
- COVID-19 National Crisis Helpline: 0861 322 322
- NICD (National Institute of Communicable Diseases) 24-Hour toll-free hotline number: 0800 029 999 or 0800 111 132
- SAPS gender-based-violence service complaints (SAPS): 0800 333 177
- GBV (Gender Based Violence) Command Centre: 0800 428 428/ *120*7867# (free from any cell phone)/SMS Line: 32312
- Women Abuse Helpline: 0800 150 150
- People Opposing Women Abuse (POWA): Tel: 011 642 4345/ Afterhours cell phone: 083 765 1235
- Child Line: 0800 055 555
- Lifeline South Africa: 0800 012 322 (free on mobile networks including landlines)
- FAMSA: Advice on family relationships – 011 975 7107
- Persons with Disabilities: SMS 'help' to 31531
- National AIDS Helpline: 0800 567 567
- Substance Abuse Helpline: 0800 12 12 14

16. Recommended Best Practice

- The Contractor shall ensure that vulnerable and workers who are 60 years and older are identified and receive special measure for their protection in accordance with the Guidance on Vulnerable Employees and Workplace Accommodation in relation to COVID-19 (version 4 dated 25 May 2020).
- The Contractor shall ensure that for communication strategies Microsoft Teams, Zoom, Skype, etc are utilized as far as possible to minimize personal interaction.

17. References

- Disaster Management Act
- Occupational Health and Safety The Department of Employment and Labour: Workplace Preparedness: COVID-19 (SARS-CoV-19 virus)
- Consolidated COVID-19 Direction on Health and Safety in the Workplace
- Hazardous Biological Agents Regulations
- National Institute for Occupational Health (NIOH)

COVID-19 ACCESS INTO CONSTRUCTION SITE - POINT OF ENTRY SCREENING QUESTIONNAIRE

Company/Construction Site: _____

Name and Surname: _____ Company Number: _____

Line Manager: _____

Question:

1. Have you had flu or symptoms of flu in the last few days?
2. Do you have a persistent cough that has started in the last few days?
3. Do you have symptoms of fever? (red, tearing or burning eyes, sweats, clammy hands)?
4. Do you have any sign of a respiratory infection, shortness of breath, difficulty breathing?
5. In the last 14 to 21 days, have you travelled outside the borders of South Africa?
6. In the last 14 to 21 days, have had contact with anybody that has travelled outside the Provincial or SA Borders?
7. Have you been near or in contact with anyone who has symptoms or tested positive for COVID-19?

If you have answered yes to any of the above questions, please inform your supervisor immediately.
Brief description of events (when, where and who else were you with):

Personal Commitment

- I further undertake to immediately report any change in my medical condition to my supervisor/manager
- I will always maintain excellent personal and company hygiene standards
- I will maintain and keep the minimum social distance of 1.5m between myself and other employees
- I will utilize PPE and sanitizers provided to me to prevent the spread of the virus
- I will ensure all equipment/materials handed over to another person has been cleaned and sanitized
- I will not abuse, misuse, share or lose the PPE and related materials/equipment issued to me

Employee signature: _____

Date: _____

Temperature: _____ °C. (if temperature is 38°C or higher deny entry, isolate and start reporting process)

Entry Cleared Yes ☐ No ☐

Construction Manager / Supervisor: _____ Signature: _____ Date: _____

Comments: _____

