

	<b>SHE SPECIFICATION</b> <b>Kusile Power Station</b> <b>Monitoring of surface ,</b> <b>groundwater and aquatic</b>	<b>Template Identifier</b>	<b>240-73419711</b>	<b>Rev</b>	<b>2</b>
		<b>Document Identifier</b>	<b>240-165296309</b>	<b>Rev</b>	<b>1</b>
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**Project Name** Kusile Power Station Monitoring of surface, groundwater and aquatic

**Project Address:** Kusile Power Station, R545 Kendal/Balmoral Road, Haartebeesfontein Farm, Witbank

**Scope of the project:** Kusile Power Station Monitoring of surface, groundwater and aquatic

Eskom Contract's Manager

Name Cylia Malebana

Signature *Cylia Malebana*

Date 23/08/2021

Eskom's Health and Safety Manager

Name. Ntokozo Mashita

Signature *Ntokozo Mashita*

Date 25/08/2021

Eskom's Procurement Manager

Name Matshidiso Kgafane

Signature *Matshidiso Kgafane*

Date. 26/08/2021

Eskom's Safety Officer

Name Sharon Thubagale

Signature *Sharon Thubagale*

Date. 25/08/2021

Eskom's Environmental Manager

Name Lesiba Kgobe

Signature. *Lesiba Kgobe*

Date. 27/08/2021

Eskom's Quality Officer

Name Sazi Zungu

Signature *Sazi Zungu*

Date 25/08/2021

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## 1. Introduction

This SHE specification is Kusile power station's minimum requirements which are required to be met for the specific contract and for the duration of the contract period by contractors and where required, the delivery organisation

The contractor is expected to develop a SHE plan which meets these requirements as well as relevant and other legal and other requirements applicable to the issued scope of work

Kusile power station in no way assumes the contractor's legal responsibilities. The contractor is and remains accountable for the quality and the execution of his/her health and safety programme for his/her employees and appointed contractor employees.

This SHE specification reflects minimum requirements and should not be construed as all encompassing

## 2. Supporting Clauses

### 2.1 Scope

This SHE specification lists the legislative and Kusile power station requirements and where applicable, any requirements pertaining to Local Authorities / Municipal by-laws / Environmental legislation that must be met by the contractor

#### 2.1.1 Purpose

Ensure compliance to legal and other requirements pertaining to the issued scope of work

#### 2.1.2 Applicability

This SHE specification is applicable to the contractor tendering for the issued scope of work at Kusile Power Station Generation Division

## 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] Basic Conditions of Employment Act No 75 of 1997
- [2] Occupational Health and Safety Act and Regulations No 85 of 1993

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- [3] National Environmental Management Act 107 of 1998
- [4] National Road Traffic Act 93 of 1996
- [5] 32-37 Eskom Substance Abuse Procedure
- [6] Civil Aviation Act 13 of 2009
- [7] Air Services Licence Act 115 of 1990
- [8] 240-62946386 Vehicle and Driver Safety Management Procedure
- [9] 32-520 Risk Assessment procedure
- [10] ISO 9001 2015 Quality management system
- [11] ISO 45001. 2018 Occupational health and safety management system
- [12] 32-95 Eskom incident management procedure
- [13] 32-37 Eskom Substance Abuse Procedure
- [14] 32-136 Contractor Health and Safety Requirements
- [15] 32-95 Occupational Health and Safety Incident Management Procedure
- [16] 32-727 SHEQ Policy
- [17] 240-155373927 Eskom's COVID-19 Health and Safety Policy Statement
- [18] 240-156025414 generations COVID 19 work instruction
- [19] ISO 14001 2015 Environmental management system
- [20] 32-1034 Eskom procurement and supply chain management
- [21] 240-120054284 Personal protective equipment standard

### 2.2.2 Informative

- [1] 32-726 Mandatory SHE Requirements for Eskom Procurement and Supply Chain Management
- [2] 240-62196227 Eskom Life Saving Rules
- [3] Tobacco Products Control Act 83 of 1993 (Updated 2011 05 19)
- [4] SANS 1186 Symbolic Safety Signs
- [5] Constitution of the Republic of South Africa No 108 of 1996
- [6] 32-95 Eskom Procedure Manual for Performing Occupational Health & Safety Management & Environmental Management Conducting EH&S Incident Management

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### 2.3 Definitions

Definition	Explanation
<b>Appointed contractor</b>	Means a contractor appointed by the principal contractor
<b>Baseline risk assessment</b>	(32-520) baseline operational risks refer to the health and safety risks associated with all standard processes and routine activities in the business
<b>Employee</b>	(OHS Act) means, subject to the provisions of subsection (2), any person who is employed by or works for an employer and who receives or is entitled to receive any remuneration or who works under the direction or supervision of an employer or any other person
<b>Eskom requirements</b>	Eskom requirements flowing from directives, policies, standards, procedures, specifications, work instructions, guidelines, or manuals
<b>Hazard</b>	(OHS Act) means a source of, or exposure to, danger
<b>Hazard identification</b>	(OHS Act) 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
<b>Medical certificate of fitness</b>	(OHS Act) means a certificate specific to the work to be performed and issued by an occupational health practitioner in the form of Annexure 3 of the construction regulations.
<b>Method statement</b>	(OHS Act) means a written document detailing the key activities to be performed in order to reduce, as reasonably as practicable, the hazards identified in any risk assessment
<b>Principal contractor</b>	(In the text of this document) Means an employer, as defined in section 1 of the OHS Act, who intends to tender for or has signed a contract with Eskom for services rendered
<b>Risk assessment</b>	(OHS Act) 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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## 2.4 Abbreviations

Abbreviation	Description
BU	Business Unit
CE	Chief Executive
COID Act	Compensation for Occupational Injuries and Diseases Act
CR	Construction Regulations
DoL	Department of Labour ( Inspection and Enforcement services – Provincial office)
EP	Emergency Preparedness
ERfW	Environmental Regulations for Workplaces
GAR	General Administrative Regulations
GSR	General Safety Regulations
LDV	Light Delivery Vehicle
OHS Act	Occupational Health and Safety Act and Regulations, 85 of 1993

## 2.5 Related/Supporting Documents

- [1] Eskom OHS Act section 37 (2) agreement (to be completed by the contract responsible manager)

## 2.6 Roles and Responsibilities

## 3. Specification

### 3.1 Scope of work

Routine monitoring of surface, groundwater and aquatic environment

- a) Carry out specific surface and groundwater samples analysis in accordance with monitoring plan requirements This monitoring should be undertaken weekly, monthly, and quarterly at specified points as stipulated in point 8&9
- b) Collect and record specific information in accordance with the monitoring plan requirements showing dates, location and time of monitoring as stipulated in point 8&9
- c) Biannual sampling of hydrocarbons in all monitoring points

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- d) Quarterly bio-monitoring analysis must be carried out on 10 monitoring points located upstream and downstream of the Kusile Power Station in order to monitor the effect on the aquatic ecosystem
- e) Quarterly toxicity testing must be conducted on the three monitoring points boreholes and surface sites associated with waste water streams from the Ash Dump, Coal Stockyard and Pollution Control Dam
- f) Soil sampling upstream and downstream of Kusile Power Station footprint (12 Monitoring points)
- g) Geochemical modelling every 2 years
- h) The contractor must use SANS accredited laboratories for analyses
- i) Stakeholder notification in cases where water quality objectives/targets are exceeded.
- j) Environmental Monitoring Committee meeting attendance (2 times).
- k) Prepare presentation on surface, ground and aquatic water quality and present it to the EMC meetings (2 times)

The scope of work is detailed on document **240-129306525** Kusile Power Station Surface, Groundwater and Aquatic Monitoring Scope of Work

**Note:** The contractor who will be awarded this contract will be known as the “appointed contractor” and any contractor who be working for the Appointed contractor will be known as the “sub- contractor”.

### 3.2 Legal Compliance

#### 3.2.1 Section 37(2) (Legal) Agreement

A section 37(2) agreement must be signed between Kusile power station and the appointed contractor at the time of awarding the contract The appointed contractor must ensure that a section 37(2) agreement is compiled between the principal contractor and all their appointed contractors for the contract

The original copy of the section 37(2) agreement must be retained by the contractor and a copy retained by the responsible manager

A copy all the agreements must form part of the respective contractor’s SHE files

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**Note** The agreement must be signed by both parties i.e Kusile Power Station (GX) Project Manager and the Appointed Contractor The authorization shall not be issued to the appointed contractor without the signed 37(2) document

### 3.2.2 Site Access requirements

The Safety file package must be submitted to the OHS department **2 weeks** before the agreed project commencement date

Before the successful Contractor commences with any work, the Kusile power station Project Manager/Contract Manager shall ensure that,

- 1 A copy of the SHE Specification document is in the possession of the responsible person of the contracting company as well as the Kusile Power Station baseline risk assessment
- 2 The responsible person of the contracting company and the Kusile power station project manager/contract manager have signed the Kusile power station section 37 (2) agreement
- 3 The appointment of the Appointed Contractor have been concluded and signed by the Contractor and Appointed Project Manager
- 4 The SHE plan has been discussed with the responsible person of the contracting company and approved in writing by the Kusile power station Contract Manager.
- 5 A task specific baseline risk assessment must be part of the SHE Plan and accompanied by a risk assessment procedure applied A monitoring and review plan must form part of the baseline risk assessment
- 6 Where a Sub Contractor(s) is appointed by the Appointed Contractor, the Contractor supplies the applicable Kusile power station SHE specifications to the Sub Contractor(s)
7. The OHS department shall assess and give written feedback to the appointed contractor
8. The safety file has been approved by a form of a written letter from the Occupational Hygiene and Safety Department, the letter shall authorise the appointed contractor to commence with site establishment

### 3.2.3 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:

- 1 being protected from exploitative labour practices,
- 2 not to be required or permitted to perform work or provide services that

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- i. are inappropriate for a person of that child's age, or
- ii. 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 effort must be exercised and child labour should not be used

### 3.2.4 OHS Act and Legislative compliance

The appointed contractor and sub- contractors shall have an up to date copy of the OHS Act and regulations which will be available to all employees The appointed contractor and all sub- contractors will comply with all the legislation pertaining to the issued scope of work

### 3.3 Requirements specific to the issued scope of work

- a) *Monitoring of surface groundwater and aquatic work falls under a low risk category as per Eskom supply risk category In compliance with legal and other requirements, the following requirements must be complied with fully.*
- b) *All employees working near water bodies must be equipped with life jackets*
- c) *All employees must be trained on the use of the life buoy.*
- d) *The appointed contractor must establish buddy system for employees working in isolation or remote areas (working in pairs)*
- e) *LAR system must be enforced.*
- f) *The appointed contractor must submit method statements/work instructions indicating how groundwater monitoring work will be done safely*
- g) *A detailed baseline risk assessment pertaining to the groundwater monitoring scope of work shall form part of the safety file package ( this is a detailed document indicating all the associated activities and identifying hazards and associated risks)*
- h) *Part of the baseline risk assessment must detail the control measures to be implemented as per the hierarchy of controls*
- i) *All risk assessments must be compiled by competent person, who has a certificate of competency for Risk Assessment from SAQA approved training provider*

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- j) Appointed contractor shall, before commencement of the project, ensure that all their employees are familiar with the relevant Kusile power station SHE documentation that is applicable to contract services
- k) Medical certificates of fitness that are valid must be part of the safety file package including identification documents of the employees and their competency certificates
- l) First aid appointments must be made to meet the requirements, Appointees must be trained to level 2 from SAQA approved training provider with proof of competency
- m) The appointed contractor must submit a Covid-19 risk assessment in line with the guidelines as issued by the Department of Employment and Labour
- n) No vulnerable employees are allowed to come to Kusile site as identified by the Department of Employment and Labour
- o) The appointed contractor must supply employees with at least 2 cloth masks over and above other masks that may be required due to the risk of the activities
- p) The appointed contractor must supply hand gloves and hand sanitizers to the employees
- q) The transport used to transport employees must be disinfected as per prescribed frequency
- r) Attach proof of ISO 45001 compliance/ or plan to comply with the requirements of ISO 45001

### 3.3.1 Appointed Contractor and sub-contractor Organogram

The Appointed contractor and subcontractor must provide an organisational organogram related to this contract, depicting all the levels of responsibility from the CE down to the supervisors responsible for the contract. List the relevant positions held, names of appointees and legal appointments. The organogram must be accompanied by CV's of the workforce as well as proof of competencies.

The Appointed contractor must ensure that all sub- contractors comply with this requirement. The appointed contractor is responsible for keeping copies of all the organograms' as well as

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submitting them with the SHE plan All organograms shall be updated timeously when appointments are changed

This diagram must be kept up to date and filed in the project SHE files

### 3.4 Medicals

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

- 1 Appointed contractors must ensure that their and their appointed contractors have a medical surveillance program whereby their employees under go entry, periodic and exit medical fitness examinations
- 2 In order for the appropriate medical examinations to be conducted, each employee must have a person job specification (profile), which must indicate the description of work, list of hazards and potential occupational exposure limits, physical hazards and required physical attributes
- 3 For employees working on the contract, medical fitness certificates shall be renewed annually for employees who are not office bound including drivers and once every 3 years for employees that are office bound This shall be maintained until completion of the contract
4. The appointed Contractor must ensure that his / her employees and sub-contractor employees have undergone pre-entry medical examination before starting work on the contract, should it be for longer than three (3) days
5. The appointed contractor shall provide a documented process for managing those employees who are issued with a conditional certificate of fitness

### 3.5 Requirements for vehicles

- 1 The appointed contractor must have a system/ process to manage vehicle access to laydown area/site
- 2 The appointed contractor must maintain their vehicles in a roadworthy condition and a vehicle license must be valid at all times
- 3 Contractor vehicles can be subject to inspections by the contract/project manager
- 4 Vehicles which are not roadworthy will not be permitted to be used on site.

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5 Precautions shall be taken to secure 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

6 All vehicles must be fitted with fire extinguisher and first aid kit

### 3.6 Requirements for Drivers

1 The driver must have a valid national licence for the type of vehicle used

2 The driver must have level 1 first aid training and basic fire extinguisher training

3 It is the responsibility of the driver to ensure

a) Their passengers wear seat belts whilst the vehicle is in motion

b) Comply with all traffic road rules, safety, direction and speed signs

c) Ensure that vehicle loads are properly secured prior to moving off

d) Ensure that vehicles are not overloaded

4 No drivers or operators may text, talk on cell phones or two way radios whilst driving, unless a hands free kit is used

5 All drivers of such vehicles are to have valid medical fitness certificates

6. Drivers of light vehicles must avoid stopping or parking in the vicinity of machines At least 30 (thirty) meters must be left clear between such a vehicle and such a machine

7 Drivers/operators shall be responsible for the travel-worthiness of all loads conveyed by them

### 3.7 Risk Assessments (refer sec 8 & 9 of the OHS Act)

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

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Kusile Power Station shall prepare and provide a Baseline Risk Assessment for an intended work as per the scope of work to the contractor as part of the contract package.

The Appointed Contractor shall develop a Risk Assessment in line with Section 8 (2)(d) of the OHS Act, in alignment to Eskom 32-520 procedure Emerging risks and hazards must be managed during the duration of the contract 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. Activity based risk assessments shall be conducted by a competent person of the Appointed Contractor

### 3.8 Incident Investigation

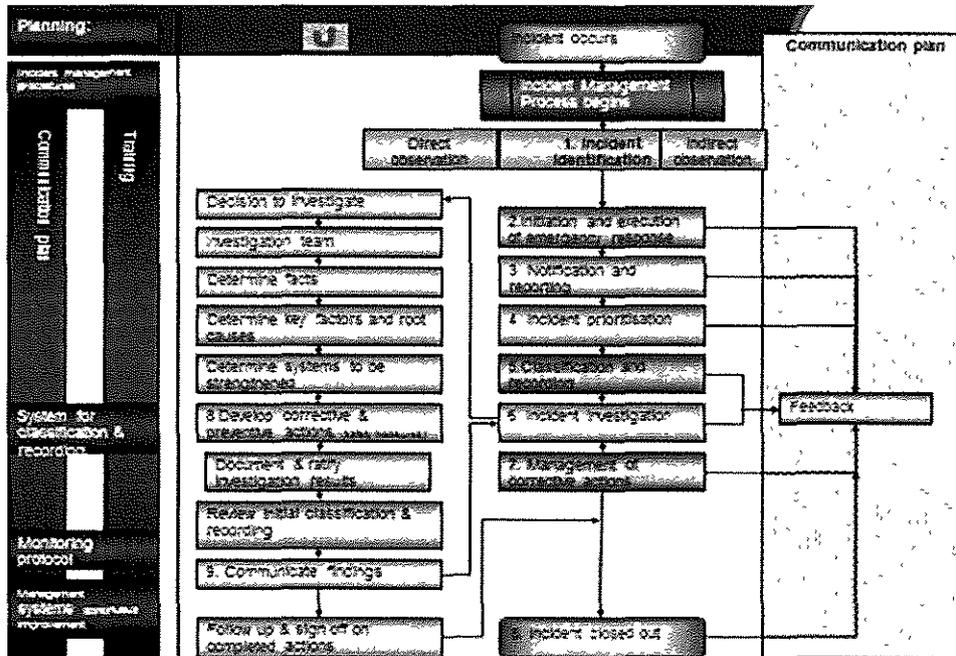
- i. All incidents shall be investigated in terms of OHS Act General Administrative Regulations 8 and 9, using Eskom Procedure 32-95 as a reference, and where injuries as contemplated in sections 24 and 25 have been sustained, be reported to the Department of Labour
- ii Appointed contractor must develop their own incident management procedure that is in line with Eskom procedure 32-95
- iii Contractors shall use the standard General Administrative Regulation Annexure 1 "Recording of an Incident" form for all incident investigation reports.
- iv The objective of incident investigation, should not only be a legal requirement, but should establish why and how the incident occurred and find out the real root cause of the incident and to decide on precautionary measures that are required to address the root cause to prevent any further recurrences of the same or similar incidents

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		<b>Document Identifier</b>	<b>240-165296309</b>	<b>Rev</b>	<b>1</b>	
		<b>Effective Date</b>	<b>August 2021</b>			
		<b>Review Date</b>	<b>August 2026</b>			



### 3.9 Emergency Management

The appointed contractor must develop their own emergency management procedure detailing the possible emergencies that could arise due to the activities that they conduct at Kusile power station premises and how they will evacuate their laydown areas in case of any emergency. The contractor emergency management procedure must be in line with Kusile power station emergency response plan.

### 3.10 Non-Conformance and Compliance

- 1 Any non-compliance to any health and safety requirement in this SHE specification is subject to discipline in terms of the Eskom Procurement and Supply Management Procedure
- 2 Appointed contractors are required to implement a non-conformance procedure (if not already in place) for issuing to contractors for transgressions. The procedure can include "quality" related non-conformance issues. Similarly, appointed contractors must implement a non-conformance procedure.
- 3 The procedure for the issuing and closing off of non-conformance reports shall be strictly adhered to.

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- 4 Contract management must close out non-conformances issued, in not doing so, will not ensure that any recommendations made have been carried out and or implemented.

Where non-conformances are issued by Eskom, then one of the close-out steps of the procedure will be for the offender to be called on by the contractor responsible manager to explain the non-conformance issued and what they intend doing to prevent a recurrence of the non-conformance

### 3.11 Environmental Requirements

#### 3.11.1 NEMA principles

- a) Duty of care and remediation of environmental damage

Every person who causes, has caused or may cause significant pollution or degradation of the environment must take reasonable measures to prevent such pollution or degradation from occurring, continuing or recurring, or, in so far as such harm to the environment is authorized by law or cannot reasonably be avoided or stopped, to minimize and rectify such pollution or degradation of the environment

- b) Polluter Pays Principle

The costs of remedying pollution, environmental degradation and consequent adverse health effects and of preventing, controlling or minimizing further pollution, environmental damage or adverse health effects must be paid for by those responsible for harming the environment

#### 3.11.2 Zero Liquid Effluent Discharge Policy (ZLED)

All contractors shall abide to Eskom Zero Liquid Effluent Discharge through the process of reuse and recycling

#### 3.11.3 Waste Management

- a) All waste generated during the execution of the scope of work shall be managed in accordance with Kusile Power Station Waste Management Work Instruction (240-105776552) and in compliance with applicable environmental legislation and bylaws

#### 3.11.4 Other rules

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- All spills/emergency incidents should be reported to Eskom Contract Manager and Environmental Officer(s) immediately on occurrence Incidents should be investigated in the presence on to prevent reoccurrence
- All contractors should be aware of Eskom SHEQ Policy
- All contractors must take into account environmental consideration when carrying out Risk Assessments
- All equipment used on site must be in good working condition and no fuel and/or oil leaks on any plant will be tolerated
- Non-conformance, incident reporting and investigations shall be done by the contractor, such reports must include but not limited to the following information
  - The cause of the non-conformance/incident,
  - The proposed actions to correct and prevent recurrence
- Eskom Kusile Power Station shall issue non-conformances where there are deviations from environmental requirements

### 3.12 Quality Requirements

It is important that all the contractors or service providers at Eskom meet the minimum requirements of ISO 9001 quality management system to maintain a high standard of products or services rendered to Eskom

It is therefore important that the contractor demonstrate commitment to the development, implementation and maintenance of its Quality management system which complies with the requirements of ISO 9001 standard

This type of work falls under category 2 of quality requirements, The Supplier shall submit a valid ISO 9001 2015 certificate or submit the following evidence

- Quality (SHEQ) Manual
- Quality (SHEQ) Policy
- Quality (Business) Objectives

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- Control of documented procedure
- Procedure for control of non-conformity and corrective action
- Documented information for defined roles, responsibilities and authorities
- Procedure for control of externally provided products and services/purchase order
- Latest copy of the internal management system audit Including Nonconformity, correction and /or corrective action
- Project quality plan
- Quality control plan (QCP), Inspection Test plan (ITP) or previous work done
- Completed and signed Form A
- 

NB. Quality Requirements spread sheet and form A are attached

#### 4. Acceptance

Null

#### 5. Revisions

Date	Rev.	Compiler	Remarks
August 2021	1	C Malebana	This provides the initial SHE specification requirements that must be met by the relevant contractors who have been awarded a contract for the work to be performed for Kusile power station

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