

	<b>Horticulture Scope of Work</b>	Doc. no. F/290/007
		Rev. 1
		Total pages 1 of 2
Matimba Power Station		Reference Document: PS/290/003

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Outage Date	<input type="text" value="NA"/>													
Function	<input type="text" value="Support Services"/>													

System	End User	Date
OTHER		
	APPROVED	Date
(Officer Business Admin)		
Support Services Manager		

## SCOPE OF WORK

The specification / scope of work of the item / service was compiled by **Matimba Power Station** and is stated in the enquiry as follows:

### Scope of Work for Horticulture Services at Matimba Power Station

ESKOM **Matimba Power Station** intends to enter into a **5 years (60 months)** contract commencing 01 March 2025 to 28 February 2030 with a suitably qualified, experienced and established supplier with the capacity to deliver horticulture services at **Matimba Power Station**. This is an all-inclusive industrial horticulture contract that will render a service on a daily basis, including the provision of labour, material, transport and all necessary equipment and its maintenance.

The service required as part of the contract includes maintenance of or through pest control, invader weed/ plants, veld grass-cutting, indoor plants, litter picking, pavement cleaning, maintenance of newly landscaped areas and other long-established gardens.

- **COMMERCIAL TERMS AND CONDITIONS**

- **Undertaking and responsibilities**

Subject to the terms and conditions as set out in this agreement and read in conjunction with Annexure A, B, and C; ESKOM, namely Matimba Power Station, undertakes during the duration of this agreement to employ the Supplier for the maintenance of the gardens.

The Supplier agrees to provide all management, labour, supervision, transport, equipment, tools and consumables to carry out the services as specified in compliance with ESKOM's SHEQ policy and other conditions the supplier may have deemed fit to impose.

The Supplier will comply with the rules, regulations and standards in force at the workplace (with emphasis on safety, health and environmental compliance to regulations).

The agreement will be enhanced by regular and open communication, joint planning, co-operation and sharing of responsibilities around the image and specific culture of the business unit.

- **Payment**

Payment will be based on a monthly assessment / agreement according to the scope of work compiled by Matimba Power Station. The total monthly payment will be according to conformance of specification in all areas. The amount subtracted will be for the total areas not conforming to specifications.

- **Duration**

The agreement will be effective from **01 March 2025 to 28 February 2030**

- **SPECIFICATION DETAIL**

The specifications intend to explain what the Supplier's responsibility will be regarding the different tasks that the supplier has to perform and the most suitable method to adopt in doing so. The Supplier is free to exercise the discretion of the appropriate method in use. The particular method and the result must conform to "professional garden practice" and to the standards required by ESKOM. The methods should be able to assist Eskom in terms of improving and sustaining all SHEQ management system for Matimba Power Station.

- **Mowing and trimming**

Mowing, trimming, brush cutting and cleaning tasks must be performed at all times to ensure a uniform length and acceptable appearance. Although the service calendar details the number of times a given area needs to be maintained, these numbers may vary due to climatic conditions. All road corners must be kept free from any obstructive overgrown grass (Safety at road corners). Weather permitting, the Supplier will schedule his/her mowing and trimming activities in accordance with the service calendar in order to achieve an acceptable clean cut, groomed and "finished off" look. The length of the cut grass may differ from place to place and the method of mowing and trimming may vary according to the type of grass and the standard of finish required. The result must comply with professional gardening standards and with ESKOM's requirements. Where mowing has taken place in wet conditions, ride – on and push mowers may leave tyre tread marks and windrows of half or uncut grass. These conditions may necessitate extra mowing care that the Supplier must undertake as soon as the soil had dried out sufficiently for him to do so successfully.

- Scarifying / Cutting of grass where necessary during winter periods. No overgrown grass in channels or drains or in tar roads. Trees and grass along the road, on both sides of entrance road, all trees at the security building, boreholes, Ash Dump, paved areas, Gravel road, conveyor belts and on Matimba Power Station premises to be maintained continuously (clean ring around young trees, no ring barking) and fertilized twice a year (beginning and middle of growing season).

- **Edging**

All grass should be edged at the same time as the mowing operation where such grass areas adjoin building paving, manholes, trees, beds, sidewalks, fences, poles or any obstacles in lawn areas. Edging should be done by mechanical means and no chemicals should be used except at fences where no other plants except weed or grass are growing. In these areas weed killer must be used.

- **Bed cleaning and maintenance**

Beds differ in character and in the quantity of plant material they carry. Different bed cleaning methods are used to achieve an end result of conformance to standards, neatness, and cleanliness and having a pleasing appearance. The Supplier will adapt his/her cleaning method to the requirements of the bed. Exposed soil will be weed free with no foreign objects and levelled out. Where beds are covered with mulch (bark / covering protection) or any other soil additive this must also be free of weed and other foreign objects. Beds totally covered with groundcovers may have to be cut back periodically to stimulate new growth.

- **Irrigation**

Watering is an initial growth requirement for new trees and plants and a further requirement during severe climate strain. Watering needs to continue through the installed automatic sprinkler system.

- **Weed & pest control (manual and chemical)**

The Supplier and Eskom will determine the most effective method of weed eradication and remove such weeds when required according to the rules of normal professional garden practice. The eradication of weeds applies to all specified areas within the contract. The Supplier will ensure that applied herbicides will cause no long term soil imbalance / or detrimental effect as a result of the indiscriminate use of such herbicides.

An Environmental clause will be stipulated on the SDS(Safety data sheet) or alternatively the product must be accompanied by a report from the supplier relating to probable impacts.

Application of herbicides must adhere to all safety, environmental and health legislation and regulations.

A suitable qualified person who is registered in terms of the Chemicals Control Act (Act 36 of 1947) must handle the application of these chemicals. The necessary certificate must be presented to the Environmental Officer. Only approved herbicides may be utilised. Material safety data sheets (SDS) are a requirement and copies of all relevant SDS must be supplied to the Environmental Officer. The control of pests applies to outdoor areas only on lawns, in beds, on trees, shrubs and other foliage. The Supplier will, under the rules of normal professional garden practice, control such pests as and when their appearance becomes evident or in the interests of the plants affected so as not to detract from the general appearance of the contracted areas. The Supplier undertakes to limit the use of such pesticides to avoid any adverse long term effects such chemicals may have on plant growth and soil fertility. Pests are identified as insects that may invade plant material. As with the application of chemicals for weed, a suitable qualified person who is registered in terms of the Chemicals Control Act, must apply / utilise chemicals used for the control of pests.

Daily update of a chemical usage register is required (Minimum requirements: Name of substance, quantity used, dilution factor if applicable, Name of qualified person, key control). A report of all hazardous substances used accompanied by the relevant SDS needs to

be forwarded to the Environmental Officer on a 6 monthly basis. The supplier must ensure that all the requirements of the SDS are complied with.

- **Pruning**

Trees, shrubs and plants may require annual or periodic pruning during their lifetime. The Supplier together with the Contract Manager will identify which plants require pruning and determine when this is to be done to the best advantage of the plant. This ensures aesthetic appeal and realises the long-term growth potential, development and ultimate shape of the plant. All trees that are obstructing the road in areas where they are deemed unsafe for visibility or damaging the buildings or structures must be prioritised.

- **Thinning out / removal of dead flowers**

Thinning out particularly in flowerbeds. Thinning out where overgrowth results in an unsightly appearance and not in accordance with professional gardening practice. This activity will be undertaken timeously to check unfavourable growth and maintain correct fullness and appearance of the area while avoiding any adverse effects on the recovery of the remaining plants and their long term ability to mature. The Supplier may choose to thin out annually or as an on-going exercise depending on the growth and development of the plants.

- **Raking and sweeping**

Debris in the form of leaves, grass cuttings, twigs and other garden waste will either be swept or raked into a pile, bagged and removed by the contractor on daily basis. The Supplier will remove and transport all garden waste to the Ash Dump and strew it to assist with rehabilitation. Only garden refuse may be dumped there, no litter will be allowed.

- **Management of litter**

Ground litter needs to be picked up and placed in plastic refuse bags or designated bins for transportation to the dumpsite. The frequency of picking up litter will be as per the contractor own schedule, however the employer expectation is for all the areas to be kept clean at all times. The frequency will be increased to two(2) during outages to account for the volumes of people on site and waste generated. Littering also includes but not limited to cigarettes buds and any other foreign objects that is contradictory to housekeeping. These will be dumped in available bins within the station.

- **Garden refuse uplifting and removal**

Garden refuse is refuse generated by the Supplier during the course of his normal activities. The Supplier will remove and transport all garden waste to the Ash Dump. Only garden refuse may be dumped there, no litter will be allowed.

This refuse may include branches, leaves and other plant matter but may also consist of other objects that need to be disposed of from the contract maintenance areas according to the service agreement. This refuse must be disposed of as soon as it is practically possible on top of the Ash Dump to assist with plant regrowth. The larger pieces should be cut into smaller pieces to ensure no floating on the ash disposal facility.

- **Top dressing, levelling**

Suitable weed free topsoil will be provided by the Supplier for loading, transport and delivery to the areas where filling in and levelling may be necessary as part of rehabilitation/ erosion control programme. Topsoil to be available on request from the contract Manager.

- **Upgrading**

Areas to be upgraded / landscaped will be identified by ESKOM. Quotes must be submitted to ESKOM for approval before commencement of the work. Include water features, cobble stones etc. All improvements and upgrading will be for ESKOM's cost.

- **Replacement of plants/ Tree planting**

The areas where plants have died within the landscape is the responsibility of the contractor to replace, De-barking while brush cutting is not allowed and if it happens, the Supplier will replace plants at their own costs. Uncontrolled application of herbicides that might cause decay in plants is not allowed and if it happens, the Supplier will replace the plants at their own costs. Unprofessional handling / conveying of plants is unacceptable and plants will be replaced by the Supplier.

The contractor will supply 20 trees per year and the employer will specify the type of trees.

- **Trimming , cutting and removing trees**

Trimming of trees should be done up to 2cm from the ground

Cutting and removal of trees (trees stumps should also be removed with a TLB)

The contractor will be responsible for the scanning of area around a tree before stumps are removed, to ensure that no electrical cables or pipes are damaged

- **Garden furniture**

The contractor to provide and maintain garden furniture and water features. Any procurement of garden features must be done through the Service Manager. Quotes must be submitted to ESKOM for approval before commencement of the work.

- **Fire break maintenance**

The fire Officer/ Service Manager will specify the areas to be included into the fire break management plan bi-annually. The Supplier will supply the necessary machinery and equipment required to complete the maintenance task. Preparing fire breaks may include chemical control. All firebreaks will be conducted under the supervisions of Matimba Fire department according to Matimba Fire Management Procedure.

This also covers conventional methods of creating a fire break, e.g. ploughing, burning and bulldozing or scraping. The Supplier will carry out ESKOM's preferred method of creating a firebreak as well as the width stipulated by ESKOM. The fire breaks should at least be 10m wide

- **In-house plant care**

The contractor will provide a continuous service of watering and attending to all in-house plants. He will advise the Service Manager of necessary replacements or planned changes to ensure stimulation.

- **Lights**

Lights should be kept free of plant growth and any weeds. Paved areas should be free of vegetation and a 100cm area all round

### **Security fence**

Security fence specifications: inside and outside the fence should be weed -free at all times due to the sensitivity of the fence control mechanism. The fence surrounding should be cleared, 3 meter in width, both inside and outside the fence. Erosion should be reported to the contract manager and the Security manager in writing. Every 3 months an assessment and assurance of no residual herbicide activity should be confirmed to Environmental management. Prior to any vegetation clearance being conducted inside the security fence, the Service Manager/Electrical Supervisor together with the Contractor are to communicate to ensure necessary permits in line with Eskom's Plant Safety Regulations and ORHVS are in place. The Contractor is responsible to ensure that all its employees doing work in and outside the fence is made aware of safety requirements. Only chemicals registered under Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act 36 of 1947 may be used and must be approved by Eskom Environmental Officer.

### **Alien Plants, weed & Pest Control**

The eradication of weeds and alien plants must also be done in accordance with relevant Statutory Requirements and Matimba Alien and Invasive Plant Species Management Plan whether manually, mechanically or by chemical means. The Contractor will determine the most effective method for eradication of alien plants and weeds.



According to the National Forest Act (Act 84 of 1998 as amended together with the relevant lists and notices) as well as the National Environmental Management: Biodiversity Act (Act 10 of 2004 as amended together with the relevant lists and notices), all declared invader weeds or plants that threaten the natural biodiversity should be eradicated or destroyed. Care should be taken that no weeds are on site and guidance and information sought on the treatment and/or eradication techniques shall be sought through the latest information available from the Department of Agriculture, Fisheries and Forestry. The contractor is required to conduct annual surveys to determine the relevant species, their distribution and extent on an annual basis to identify areas requiring intervention as well as to determine success rates of the eradication programme.

Only chemicals registered under Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act 36 of 1947 may be used. All sites should be carefully examined before application to determine the effect on human, animal life and environment, in order to prevent any contamination. The chemicals to be used should at all times be evaluated in accordance with local conditions such as climate, soil type, natural water or adjacent vegetation to prevent any possible damage to the environment. The Contractor must ensure that applied herbicide cause no long term soil imbalance / or detrimental effect as a result of the indiscriminate use of such herbicides. An Environmental clause might be stipulated on the Safety data sheets (SDS's) or alternatively the product must be accompanied by a report from the Contractor relating to probable impacts. Application of herbicides must adhere to all safety, environmental and health legislation and regulations. A suitably qualified person who is registered in terms of the Chemicals Control Act (Act 36 of 1947) must handle the application of these chemicals. Only approved herbicides may be utilised. The Pest Control Officer certificate must be presented to the Environmental Manager or Service Manager. Safety data sheets (SDS's) for chemicals used are a requirement and copies of all relevant SDS's must be provided to the Environmental and Safety Departments.

The control of pests applies to outdoor areas only on lawns, in beds, on trees, shrubs and other foliage. The Contractor will perform a pest control as and when required and or when their appearance becomes evident or in the interests of the plants affected so as not to detract from the general appearance of the contracted areas. The Contractor undertakes to limit the use of such pesticides to avoid any adverse long-term effects such chemicals may have on plant growth and soil fertility. Pests are identified as insects that may invade plant material. As with the application of chemicals for weed, a suitable qualified person who is registered in terms of the Chemicals Control Act, must apply / utilise chemicals used for the control of pests.

Daily update of a chemical usage register is required (Minimum requirements: Name of substance, quantity used, dilution factor if applicable, Name of qualified person, key control). A report of all hazardous substances used accompanied by the relevant SDS needs to be forwarded to the Environmental Manager on a 6 monthly basis. It should however be kept up to date and available at all times for inspections and audits. All hazardous waste generated by the contractor must be



disposed of in accordance with National Environmental Management Waste Management Act 59 of 2008

- **Irrigation System**

Routine Inspections and Work on Field Equipment

The following checklist of periodic inspections and routine maintenance work should be observed at least at the intervals recommended for the respective tasks below.

Check Suitable Portion Daily to Complete Entire System Every 30 Days

- Identify the positions of all pop-ups in the system and trim grass or other foliage from around them so they may pop up and retract freely and so that there is minimal interference with the spray pattern. Remove the interior mechanism from a sample of sprinklers and check that the strainers at the base are not blocked.
- Check that all rotary pop-up sprinklers rotate, pop up and retract properly and are fitted with matched precipitation rate nozzles suitably sized for 100% head to head coverage according to the installed spacing. Replace sprinklers which are mechanically or otherwise faulty. Vandalised or stolen equipment must be reported to the Services Manager in writing within 7 days of any such occurrence.
- Check and adjust the installed heights of pop-up sprinklers so that the highest part of the sprinkler in the retracted position is at least 20mm below the mowing level.
- Check that there is no leakage from the pop-up seals. Check for low head drainage and fit check valves or replace sprinklers, which are leaking.
- Lift and re-install or replace any sprinkler riser pipes that have been bent or otherwise displaced from an upright position.
- Add extension to sprinkler riser pipes where sprinklers are becoming overgrown by foliage.
- Check and adjust the flow controls on control valves so that all sprinklers work at the specified operating pressure.
- Check and adjust sprinkler and sprayers arcs to minimise overspray onto non-irrigated areas.
- Look out for any excessively wet areas which may indicate leaks in the pipe network.

- Check that all solenoid control valves open and close automatically according to the programme on the respective irrigation controller and that they are free of stones or other solid matter which might prevent full closure. No solenoid valves should open other than when programmed to do so. Check the pressure downstream of each control valve and adjust it to specified pressure for the sprinklers where necessary using the flow control.
- Clean out valve chamber such that the level of the soil at the base is not less than 100mm below the underside of the valve and the valve and wiring are completely free of soil. Removing any debris or vegetation from the inside of the valve box. ***There should be no leakage from the valve or the fittings below connecting it to the supply pipe. In lawn areas the top of the valve box should be flush with finished ground level and in bed areas 80mm above the soil surface.***
- Inspect waterproof wire connectors in the valve boxes and replace if defective. Wiring inside the valve box should be arranged neatly so that the path of the wiring is easily visible.
- Check the state of painted labels on the valve boxes and repaint as necessary.
- Check for areas which have subsided from previous installation or maintenance operations and fill up to finished ground level.
- Check all irrigation controllers are in full working condition and fitted with viable backup batteries.
- Adjust irrigation controller schedules to current irrigation demand and to minimise conflict with occupants and their property, with particular reference to overspray in parking areas, and also in order to optimise the operation of the system in terms of the designed pump and mainline capacity.
- Operating the system automatically by means of the controller, zone by zone, to verify that the controller is in full working condition and that all valves are fully opening and closing electrically. Identify the cause of valve failures and repair or replace faulty control wires, controllers or valves.
- Check for run-off caused by high precipitation rates, steep slopes or heavy soils. Set the irrigation schedule accordingly to minimise this.
- During the course of other maintenance work, observe the state of the plant material in relation to soil moisture status and make necessary adjustments to irrigation schedules.

- The drip irrigation in all buildings needs to be flushed twice annually.
- Drains & full bores to be flushed and cleaned on a regular basis to prevent blocking.
- The areas where the contractor/contract Manager identify any dry areas in the Matimba gardens, new sprayers need to be installed
- The irrigation should be automated
- The drawing and irrigation time zones should be developed by the contractor and hand over to Eskom
- The contractor is responsible for the maintenance of irrigation pumps and motors
- The contractor is responsible for the maintenance of the sprinkler system as well as any expansion that might be needed to ensure that new landscapes or existing shortcomings is covered

#### **Water Use license irrigation requirements and expectations.**

- Irrigation shall be practiced in accordance with the guidelines prescribed in the document titled " *Guide: Permissible Utilization and Disposal of Treated Sewage Effluent*", issued by the former Department of Health under reference 11/2/5/3 and dated 30 may 1978 , or in accordance with any relevant regulations promulgated under section 26 of the Act
- Irrigation shall be practiced in a systematic manner and precautions shall be taken so as to prevent:
  - Water logging and pooling of waste in ant location
  - Pollution of underground water or surface water due to seepage
  - Runoff from the irrigation area because of wet weather
- The licensee(contractor representing the Eskom as licensee) must take adequate measures to:
  - Ensure that irrigation activities happen continuously so that the station can be able to maintain freeboard of at least 0.8 meters above the expected maximum water level .
  - Ensure that no irrigation takes place in times of wet weather

#### **Biodiversity Fauna**

- The contractor will be responsible collection of animal carcasses around the station and associated sites(ash dump,recovery dams and sewage treatment plant as and when required.

## Weekly Checks

Cleaning the filter.

## Monthly Checks

Pressures test the mainline pipe system.

## Quarterly Checks and Routine Tasks

- Pump start-up checks as detailed
- Pump pre-start mechanical check list as detailed
- Scour sediment or other debris from the entire mainline system according to Procedure.

***Note that this procedure should also be followed in affected portions of the mainline after every major mainline repair.***

## Repairs

The Contractor shall regularly monitor the performance of the irrigation system, replace broken components at his own cost and fix leaking irrigation pipes. Where the components have been damaged by accident by others or by vandalism, the Contractor shall notify the Services Manager in writing within one week after such damages have occurred in order that an Instruction to Repair can be given.

## Record Sheet

The Contractor shall be responsible for keeping monthly record sheets on which all the maintenance actions are noted, and which shall be made available for inspection by the Employer or Services Manager on request.

- **Supply and maintenance of equipment and machinery**

All equipment and machinery must be supplied by the Supplier and will comply with the general requirements for professional gardening service in an industrial area. The maintenance and the servicing of the machinery should be done only at a designated area or workshop. It must be able to cater for the vast area and activities stipulated in the contract. Examples may include, but are not restricted to:

### Minimum Equipment required:

- Industrial ride on walk behind lawnmowers

- Road sweeper
- Fan Rakes
- Lawn rakes
- Heavy-duty pruners
- Chainsaws
- Hedge and Hedge trimmers
- Shrub shears
- Brush cutters
- Portable water tank
- Garden hose pipes
- Rubber rakes
- Professional handheld blowers
- Weeding trowel
- Spades
- Forks
- Branch pruner
- Weeding trowel
- LDV
- Trailer
- Grass cutting signs
- Mist sprayer to be hooked behind the tractor in order to apply herbicides through the fence to the security fence
- TLB to remove trees stumps (Contractor to provide rate/hour)
- Cherry Picker (Contractor to provide rate/hour)

Vehicles must be roadworthy at all times and able to carry the loads as stipulated in the service agreement. Monthly maintenance and safety inspections must be done by the Supplier on all vehicles, machinery, tools and equipment to ensure contingency of service. Inspection sheets must be available for verification on monthly basis.

Keep all records and connections in good order and replace old/damaged ones immediately take all damaged equipment out of service immediately and tag it as "Out of order".

- **Special events**

Special events, labour day is an annual once off event .The Supplier to provide labour day plants when requested by ESKOM.

## Key Personnel Minimum requirements

### *1 x Supervisor*

- Horticulture, Nature Conservation or Environmental certificate or qualification
- Supervisory Skills
- Knowledge of Safety, Health, Environmental and Quality Management Systems
- Report writing skills
- Computer literate
- Communication skills
- Incident investigation skills
- The supervisors to be available at all times.
- Drivers licence

### **1X SHEQ officer**

SHEQ Officer must have following Qualification & experience

- Safety Management Diploma OR Samtrac
- Knowledge of Safety, Health, Environmental and Quality Management Systems
- Job observation
- Report writing skills
- Computer literate
- Communication skills
- Incident investigation skills

## **Key personnel**

must be able to communicate in English or have understanding of English. The Supplier to ensure that all personnel working under this contract are adequately trained to use all types of equipments to the commencement of the contract. The Supplier and staff to conduct business in a courteous and professional manner.

## **Staff uniform and PPE**

The contractor shall supply staff with PPE i.e. headgear, goggles, reflective vest, safety boots and gloves, dust mask (appropriate to their tasks and functions) whilst on duty and ensure that it is worn

at all times. The PPE should state the name of the Supplier and that can be clearly identified from other Service Providers, Matimba Power Station personnel, etc. ESKOM reserves the right to order the immediate removal of a staff member that does not adhere to this arrangement. Inspection will be conducted as per the PPE procedure. The PPE must be clean and in a good condition. All employees shall be provided with the required PPE to be used as per the Risk Assessment conducted, as per the SDS and other legal requirements to protect employees from hazards emanating from the work they conduct or the environment within which work they conduct or the environment within which the work is conducted.

### **Transport of staff**

The contractor is responsible for providing own transport for its employees in line with Eskom Vehicle Safety specifications(32-345) and National legislation for the transport of employees or conditions of employment. The transport is required for the staff travelling for Home-work-Home (estimated radius of 50 km) and the movement of equipment and staff around site. The Supplier to ensure that no employee will be transported in the back of open vehicles. No person may be transported in the back of vehicles even if it is closed by means of canopies, unless provided with proper seating and safety belts.

### **Compliance with Legislation**

Tenderers must be registered with the Unemployment Insurance Fund and the Workmen's Compensation Fund. Tenderers must also comply with all applicable wage order / sector determination and/or agreement, in terms of the Labour Relations Act No 66 of 1995 (as amended) and or the Basic Conditions of Employment Act No 3 of 1983 (as amended). Proof must be submitted to the Service Manager.

### **SITE ESTABLISHMENT**

A site will be made available at Matimba Power Station yard on site for the use of the Supplier as site office and safe keeping of all machinery and equipment. The Supplier will supply own consumables (coffee, tea, sugar, milk, stationery, printing and copying paper, Printing machinery etc.). It is the responsibility of the contractor to ensure that the allocated site is safe and conducive for safety and health of employees. Only Matimba Power Station activities/work are allowed to be conducted on the allocated site. The contractor and its employees are not allowed to conduct work that is not for Matimba Power Station on these premises.

Eskom shall provide the following:

- Office
- Storeroom for consumables, spares and equipment
- Ablution facilities
- Water supply



- Electricity

## **SHEQ**

Full compliance to the OHS Act, Health and environmental regulations and other ESKOM legal requirements. The contractor will provide ESKOM with a copy of the SHEQ (Safety, Health, Environment and Quality) plan at least two weeks before the start of the contract to ensure compliance to all their required Safety, Health, Environment and Quality procedures and standards. The contractor to ensure that all personnel working under this contract are in good health and pose no risk to any personnel working for other contractors and at Matimba Power Station. The contractor must ensure that employees do periodic medical checks and submit proof to the Service Manager. The contractor to comply with all ESKOM legal requirements e.g. OHS Act no 85 of 1993. SHE Rep inspection book to be submitted to ESKOM Safety department on a monthly basis. Suppliers' employees must comply with the station emergency preparedness procedure and all site related SHEQ requirements. Keep completed checklists on file and make them available to the Contract supervisor or the Health and Safety committee as required.

## **QUALITY INSPECTIONS**

### **Inspections**

Inspections shall be carried out on all the areas cleaned to ensure that the quality of work is maintained at all times. Inspection check sheets to be signed off by the Service Manager.

### **Assessments**

Monthly assessments will be carried out in order to determine conformance for payment.

The total monthly payment will be according to conformance of specification in all areas.

## Assessment Criteria:

Type of Area	Assessment Criteria	Frequency
Veld grass	Cut short . No tyre marks or wind rows left unattended after wet conditions.	monthly
Lawn areas	Weed free. Cut short . No tyre marks or wind rows left unattended after wet conditions. The contractor shall check address weekly for the presence of pests and diseases.	weekly
Road edges	All roads to be vegetation free and without trees encroaching the road. cut vegetation at least 3m away from the road	monthly
Parking	No weeds growing and no littering	monthly
Gravel roads	No weeds growing. Surface levelled. No Litter. All roads to be vegetation free and without trees encroaching the road and the surface must be levelled. cut vegetation at least 3m away from the road	monthly
Pavements	All weeds should be eradicated on paving	monthly
Trees	Pruned. Trimmed. No de-barking during brush-cutting. No trees encroaching the road and infrastructure	As and when needed
Concrete roads	No weeds growing. Surface levelled. No Litter. All roads to be vegetation free and	weekly

	without trees encroaching the road and the surface must be levelled. cut vegetation at least 3m away from the road	
Beds	Weed free. No foreign objects. Soil levelled. Groundcovers cut back. Plants in good condition. Pleasant appearance.	weekly
Flower Boxes	Weed free. No foreign objects. Soil levelled. Groundcovers cut back. Plants in good condition. Pleasant appearance.	weekly
Water trenches and grass covered ditches	Concrete trenches must be unblocked, with no soil and litter. Grass ditches must be cut short and litter must be removed.	weekly
Other Structures	Weed free	
Pipes	Cut grass alongside pipes. Spray with herbicide.	monthly
Security Fence procedure	Clear cut/ herbicide application 3m both sides at all times. erosion signs must be reported to Security Manager and the Contract Manager	monthly
Top dressing and levelling		Annually
Boreholes(B41-B61,B01 B03,B05,B08,B09,B11,B20,B21,B29,MBH2	Vegetation free at least 3m away from the boreholes	monthly
Transformers	Vegetation free at least 3m away from the transformers	monthly
Buckets	Vegetation free at least 3m away from the buckets	monthly
Along conveyor belts T1A&B, S1,S3,S4,shiftable 13,14,15,24,25	Vegetation free at least 3m away from	monthly

	the conveyors	
Coal stock yard		monthly
Dams – Evaporation, Raw water, Metsimaholo, South Dam, North Dam, East dam, Sewage Plant and recovery	Vegetation free at least 3m away from the dams	monthly
Fire brakes	The fire breaks should at least be 10m wide	Bi-annually
Pruning trees around poles and lines	Vegetation free around the electrical poles and lines and at least 3m away	monthly
Lapa area	Vegetation free around the fence and cut/trim trees	
Overhead lines, overland, Marapong housing and Sewage Plant	Vegetation free around the lines and cut/trim trees	
Fences	All fences should be vegetation free at least 3m away from the fence, cut/trim trees encroaching the fence	

The contractor shall also be responsible for the following areas:

- **Properties yard**
- **Swartwater farm**
- **Ash Dump**
- **All contractors yard within Matimba Power Station**

General Maintenance as per good gardening practices. Requirements at intervals as stipulated in Annexure B. According to the scope of work as stipulated in the service agreement.