



an agency of the
Department of Sport, Arts and Culture

SITE SAFETY HEALTH & SAFETY SPECIFICATIONS (SSHSS)

REQUEST FOR QUOTATION (RFQ):

REQUEST FOR QUOTATION FOR A SERVICE PROVIDER FOR DESIGNING
AND CONSTRUCTION OF THE UITSPAN PLEK WALKWAY PROJECT.

PREPARED FOR CLIENT:

FREEDOM PARK HERITAGE SITE & MUSEUM

DATE:

..... SEPTEMBER 2023




 <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, TRAVEL AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name	...FP03...
		Class	Public
	Site Specific Health and Safety Specifications (SSHSS)	Page No	1 of 31
		Date	2023

Table of Contents


1	Introduction.....	4
1.1	Scope	4
1.2	Overview of the Works	5
1.3	Abbreviations	5
1.4	Definitions.....	5
2	Health and Safety Policy	7
3	Roles and Responsibilities.....	7
4	Implementation of the SSHSS.....	8
5	Notification of Construction Work	8
6	Project Specific Risk Requirements	8
7	HSE Training and Competence	9
7.1	Training Needs (Training register).....	9
7.2	Basic Safe Work Training (Induction Training)	10
7.3	Formal Training.....	10
7.4	Records.....	10
8	Duties	10
9	Management and Supervision.....	11
10	Risk Management	11
10.1	Risk Assessment.....	11
10.2	Risk Assessment Monitoring	12
10.3	Review of Risk Assessment	12
10.4	Baseline Risk Assessment.....	12
10.5	Continuous Risk Assessment.....	12
11	Legal Compliance and Document Control.....	13
12	Occupational Health and Hygiene	15
12.1	Medical Fitness for Duty.....	15
12.2	First Aid.....	16
12.3	Hygiene Facilities	16
13	Waste Management.....	17
14	Hazardous Substance Management.....	17
15	Principal Contractor	17
15.1	Consultations, Communications and Liaison	17
15.2	Operational Procedures	18

 Freedom PARK <small>AN AGENCY OF THE Department of Sports, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name	...FP03...
		Class	Public
	Site Specific Health and Safety Specifications (SSHSS)	Page No	2 of 31
		Date	2023

15.3	Checking, Reporting and Corrective Actions	18
15.4	Other Audits and Inspections by the Employer	18
15.5	Principal Contractor's Audits and Inspections	19
15.6	Inspections by OH&S Representatives and other Appointees.....	19
15.7	Recording and Review of Inspection Results	19
15.8	Project Health and Safety Management Plan.....	19
15.9	Project Health and Safety File.....	21
15.10	Contracting Philosophy.....	21
15.11	Workers Compensation Registration.....	22
15.12	HSE Non-Compliance.....	22
15.13	Indemnity by Principal Contractor	22
15.14	The Principal Contractor Conduct.....	22
15.15	Principal Contractor and Contractor Management.....	23
15.16	Public Health and Safety	23
15.17	Designing for Health, Safety and Environment.....	23
15.18	Incident Management	24
15.19	Incidents and Accidents	24
15.20	Incident Reporting	25
15.21	Project Specific Construction Requirements.....	25
15.22	Daily Site Attendance Register	25
15.23	Emergency Numbers / Emergency Evacuation.....	25
15.24	Site Security	26
15.25	Personal Protective Equipment.....	26
15.26	Site Supervision.....	27
15.27	Structures	27
15.28	Cranes.....	27
15.29	Electrical Equipment	28
15.30	Temporary Storage of Flammable Liquids	28
15.31	Water Environments	28
15.32	Housekeeping	28
15.33	Stacking & Storage of Material & Equipment.....	28
15.34	Fire Precautions.....	29
15.35	Intoxicating Liquor and Drugs.....	29
15.36	Confined Space Work & Tunnelling	29

	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name	...FP03...
		Class	Public
	Site Specific Health and Safety Specifications (SSHSS)	Page No	3 of 31
		Date	2023

15.37	Site Services	29
15.38	Drinking Water	29
15.39	Traffic Control	30
15.40	Permits	30
15.41	Accommodation	30
15.42	Site Establishment.....	30

 Freedom PARK <small>AN AGENCY OF THE</small> <small>Department of Sports, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	4 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

1 Introduction

Freedom Park Heritage Site & Museum intends to Designing and Construction of Uitspan Plek walkway. Freedom Park developed Site Specific Health and Safety Specifications (SSHSS) in line with the Baseline Risk Assessment (BRA) as required by the Construction Regulation 5:1(b). The Principal Contractor should use this specification when developing the Site-Specific Health and Safety Plan for this project.

1.1 Scope


This SSHSS was developed for the Freedom Park precisely for the project of Construction of the Uitspan Plek walkway project. The Occupational Health and Safety Act, no 85 of 1993 and its Regulations together with SANS Codes set out minimum standards with regards to Occupational Health and Safety. Freedom Park in no way assumes The Principal Contractors legal liabilities and responsibilities. The Principal Contractor is and remains accountable for the quality and execution of his health and safety programme for employees. Furthermore, there is no acceptance of liability by the employer which may result from the Principal Contractor failing to comply with the Occupational Health and Safety Specification, the Principal Contractor remains responsible for achieving the required performance level.

It is realized that The Principal Contractor have its own Health and Safety Management system and safe work practices. The intention of this Health and Safety Specification is not to change The Principal Contractors Health and Safety management system, but to use its current Health and Safety management system to draw up a project Health and Safety plan according to these specifications.

It is the responsibility of the Principal Contractor and other Contractors to make themselves conversant and comply with the requirements and conditions contained in the various legislation pertaining to their profession and scope of works at all times.

This specification is not exhaustive of all duties imposed by the Occupational Health and Safety Act, no 85 of 1993 and its Regulations, governing the duties and obligations, of a Designer, Principal Contractor and Contractor performing duties in terms of an agreement with the client. These duties are fully described in the Occupational Health and Safety Act, no 85 of 1993 and its Regulations and it is the duty of every Designer, Principal Contractor and Contractor to acquaint themselves therewith before commencing work.

This specification is compiled to ensure that the Principal Contractor and any other Contractors working for Freedom Park directly or through a Principal Contractor, are aware of the Occupational Health and Safety requirements when working on a Freedom Park contract, as well as to make them aware of their legal liabilities and responsibilities as per the Occupational Health & Safety Act, Act 85 of 1993, and its Regulations.

	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name	...FP03...
		Class	Public
		Page No	5 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

1.2 Overview of the Works

The Uitspan Plek Walkway project aims to create a safe and aesthetically pleasing pedestrian walkway connecting various points within the Uitspan Plek area. The project involves both design and construction phases.

1.3 Abbreviations

Act:	The Occupational Health and Safety Act, 1993 (Act No. 85 of 1993)
Agent:	Means any person who acts as a representative for a client;
BRA:	Baseline Risk Assessment
CIDB:	Construction Industry Development Board
COID Act:	Compensation for Occupational Injuries and Diseases Act
DMR	Driven Machinery Regulations, GNR. 295 of 26 February 1988
FM:	Freedom Park
HIRA:	Hazard identification and risk assessment
MSDS:	Material Safety Data Sheet
OHS Act:	Occupational Health and Safety Act
PC:	Principal Contractor
SHE:	Safety, Health, and Environment
CR:	Construction Regulations
CHSA:	Construction Health Safety Agent
DoL	Department of Labour

1.4 Definitions


The following definitions will apply to the SH&SS, acronyms given hereunder will apply:

Audit – A systematic and documented review of the effectiveness of implementation of processes, programmes and procedures, based on Freedom Park and process criteria

“Construction Work” means any work in connection with – the construction, erection, alteration, renovation, repair, demolition or dismantling of or an addition to a building or any similar structure, road, railway, runway, sewer or water reticulation system; or the moving of earth, clearing of land, the making of an excavation, piling, or any similar civil engineering structure or type of work.

Hazard Identification and Risk Assessment and Risk Control (HIRA) - Means a documented plan, which identifies hazards, assesses the risks and detailing the control measures and safe working procedures, which are to be used to mitigate and control the occurrence of hazards and risks during Construction or operation phases.

The Act - Means, unless the context indicates otherwise, the Occupational Health and Safety Act, 1993 (ACT NO. 85 of 1993) and Regulations promulgated there under. (OHS Act)

 <p>Freedom PARK AN AGENCY OF THE Department of Social, Skills and Culture</p>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name	...FP03...
		Class	Public
		Page No	6 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

Hazard - Means a source of or exposure to danger (source which may cause injury or damage to persons, or property)

Risk - Means the probability or likelihood that a hazard can result in injury or damage.

Risk Assessment – A process of evaluating the risk(s) arising from hazards taking into account the adequacy of any existing controls and deciding whether or not the risk(s) is acceptable.

Contractor – An employer as defined in section 1 of the OHS Act, who performs construction work and includes Principal Contractors and Sub-Contractors.


Hazardous Chemical Substance (HCS) - Means any toxic, harmful, corrosive, irritant or asphyxiant substance, or a mixture or substances for which an occupational exposure limit is prescribed, or an occupational exposure limit is not prescribed, but which creates a hazard to health.

SHE - Safety Health and environment

Construction Plant - Encompasses all types of plant including but not limiting to, cranes, piling frames, boring machines, and excavators, dewatering equipment and road vehicles with or without lifting machines.

Health and Safety Plan (HSP) - The content of this document which will be made available on site for inspection by an inspector, Technical Officer, Agent, subcontractor, employee, registered employee organization, health and safety representative, or member of the health and safety committee.

Health and Safety File - Describes the file holding all records on health and safety for the project, which will be available at all, times for evaluation, and copy of which will be forwarded to the client upon completion of the project.

 Freedom PARK <small>a heritage destination</small> <small>AN AGENCY OF THE Department of Sports, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name	...FP03...
		Class	Public
		Page No	7 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	/2023


2 Health and Safety Policy

Principal Contractor is expected to prepare the companies Health and Safety Policy that will cover Covid 19. The policy(ies) should declare their attitude and approach to the health, safety and welfare or hygiene of their employees and others. Provision must be made to review the policy regularly and the CEO or Managing Director must sign and date the policy to indicate his commitment to ensuring the health and safety of his employees.

3 Roles and Responsibilities

The Principal Contractor is considered to be an employer in his own right and shall comply with all legal requirements pertaining to an employer, which include the responsibility to provide as far as reasonably practicable a safe and healthy working environment for his employees, as per Section 8 of the OHS Act. The Principal Contractor shall appoint competent employees in writing but not limited as shown below:

Assistant to CEO	OHS Act 16(2)
Health and Safety Representative	OHS Act 17(1)
Nominated Health and Safety Committee Member	OHS Act 19(3)
Principal Contractor	CR 7(1)(c)(v)
Construction Manager & Alternate Construction Manager	CR 8 (1)
Assistant Construction Manager	CR 8(2)
Health and Safety Officer	CR 8(5)
Construction Supervisor	CR 8(7)
Assistant Construction Supervisor	CR 8(8)
Risk Assessor	CR 9(1)
Structure Inspector	CR 11(2)(a)
Temporary Works Designer	CR 12(1)
Temporary Works Supervisor	CR 12(2)
Excavation Supervisor	CR 13(1)(a)
Demolition Supervisor	CR 14(1)
Competent Person in the use of Explosives	CR 14(11)
Material Hoist Inspector	CR 19(8)(a)
Explosive actuated fastening device Inspector	CR 21(2)(b)
Explosive actuated fastening device cartridge Controller	CR 21(2)(g)(i)
Construction Vehicle & Mobile Plant Operator Authorised	CR 23(1)(d)(i)
Temporary Electrical Installation Controller	CR 24(c)
Stacking and Storage Supervisor	CR 28(a)
Fire Equipment Inspector	CR 29(h)
Incident investigator	GAR 9(2)
Lifting tackle inspector	DMR 18(10)(e)
Ladder inspector	GSR 13(a)
Certified Explosives Manager	R 12(1)
First Aider GSR	GSR 3(4)
Hazardous Chemical Substance Supervisor	

 Freedom PARK <small>A HERITAGE DESTINATION</small> <small>Department of Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name	...FP03...
		Class	Public
		Page No	8 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

4 Implementation of the SSHSS

This project specific H&S specification (SHSS) forms an integral part of the contract, and the PC is required to make it an integral part of his contract. This specification must be read in conjunction with the OHS Act and its regulations and any other standard relating to work being conducted in a safe manner. The information relative to the baseline risk assessment is to be taken into account when developing a Health and Safety Management System to mitigate any injury or health risk.

No work may commence without written approval of the Health and Safety Plan by the Pr.CHSA. Failure to comply with this requirement will result in a penalty, stoppage of part of, or the whole works with no extension of time or allowable claims.

In case of design changes or change in the scope of work an amended SSHSS may be issued that would incorporate the changes.

The CHS Agent will visit the project monthly or more frequently depending on the prevailing conditions on site. The Agent will also conduct ad-hoc visits to ensure compliance on site. All activities on site and all appropriate documentation will be monitored and reported to the Client, Architecture or QS or Engineer and PC. Non – Conformances will be issued and penalties or work stoppages instructions will be issued where the need arises. Communication between the OHS Agent and PC will be through the Engineer. The authority of the Client appointed OHS Agent shall be that as contemplated in Section 5 of the construction regulations.

5 Notification of Construction Work


This project does not trigger application of Construction Work Permit and therefore require the PC to notify the Department of Labour at least 07 days before construction work is to be commences.

The successful tender is required to submit a Site-Specific Health and Safety Plan for approval before the works commences.

Adequate pricing for H&S is required and appropriate section in the BOQ is to be completed, Failure to complete the section could result in your tender being regarded as non-responsive.

6 Project Specific Risk Requirements

Hazard Identification and Risk Assessment (HIRA), and are to be noted when developing the Site-Specific Health and Safety Plan and associated documentation. Identification of low or medium risks does not mean there is no risk involve. In depth's HIRA's and management systems are required to limit the exposure, likelihood and potential consequences as required by the Act and its relevant regulations. Personal Protective Equipment (PPE) will be issued by PC after analysing the hazards associated with his activities. The PPE is the last line of defence and should be used as such, meaning that it should be used after an Engineering, substitution and administrative control measures have been applied.

 <p>Freedom PARK Heritage Museum</p> <p>Department of Heritage and Culture</p>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc NameFP03
		Class	Public
		Page No	9 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

These are hazards that have been identified and are expected to be prevalent during the execution of the project refer to BRA.

Working at height remains among the top causes of serious injury and fatality in the workplace. While this type of work is never without risk, the PC can minimise the risks if they understand working at height hazards and control measures and reduce the likelihood of a serious accident. These are some of the hazards that have been identified and are expected to be prevalent during the execution of the project:

- Working at height
- Falling
- The Risk of Fall Protection Equipment Failure
- Overloaded Ladders
- Fragile Working Surfaces
- Falling Objects
- Improper Ladder Positioning
- Weather conditions
- Gas Cylinders
- Pressure vessels
- Storage material
- Noise
- Hazardous chemicals and others
- Ergonomics


“As built” drawing show services, however, these have been proven to be inaccurate. The contractor must treat all services as live. Electrical and water lines are to be inspected. Public unrest the Principal Contractor may experience difficulties in accessing area. Procedure must be put in place to safeguard works and employees.

7 HSE Training and Competence

All employees that form part of the construction work must be trained and competent. Employees formally appointed to perform a certain duty must be in possession of a training certificate, received from an accredited registered training provider. All employees must as a minimum have received site specific safety induction training and must receive daily safe task instruction training (DSTI) before any work commences. Construction Health and Safety Officer must be registered with SACPCMP either as a Candidate with Mentor or Registered Construction Health and Safety Officer.

7.1 Training Needs (Training register)

There shall be a system in place to determine the training requirements of each individual, based on the tasks that the employee will perform as well as to ensure the health and safety of fellow employees and the public is not compromised in any way. Special attention should be given to employees who are Newley hired, new to the task or have combined responsibilities.

 Freedom PARK <small>a heritage destination</small> <small>AN AGENCY OF THE Department of Sports, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	10 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

7.2 Basic Safe Work Training (Induction Training)

Principal Contractor shall ensure that his employees are inducted into his own company Health and Safety Management System as well as basic safe work training (HSE Induction Training). The Principal Contractor shall ensure that his employees, Contractor's employees and visitors are inducted on site specific health and safety procedures. They will be made aware of the risks and hazards that are prevalent to site. The DSTI must be carried out each day before work commences and proof thereof must be available on site. Each work crew may conduct their own specific DSTI to discuss the hazards, risks and control measures associated with their task for the day.

The Principal Contractor shall have evidence that employees have been trained on the relevant procedures prior to and during the project duration. The evidence will be in a form of attendance register.

7.3 Formal Training

All qualifications for which there are SAQA registered training courses, must be regarded as the minimum required qualifications and training. To be deemed "competent" an employee must have received training at a registered training provider, the training course must be registered and if there is an assessment, the employee must have been found competent after the assessment. A person cannot be deemed competent after awareness training only.


The Principal Contractor shall ensure that the employees, as well as the employees of any Contractors that may be used, have received appropriate training for the type of work that will be performed, e.g. First Aid, Mobile Plant Operator, Working at height, Risk Assessment training, Safe Demolition Methods, etc.

7.4 Records

Record of all training shall be kept by the employer and shall be readily available. Records shall make provision for refresher training where applicable. Where an employee is legally appointed with certain duties and responsibilities a copy of the training certificate must be attached to the appointment.

8 Duties

There are various duties are imposed on the Client, Designer, Principal Contractor and the CHS Agent by the Construction Regulation, 2014, Sections 5, 6 & 7. Freedom Park will comply and carry out the required duties as contemplated in Section 5 of the Construction Regulations, 07 February 2014 and it is expected from the designer and every Principal Contractor to make themselves conversant with the requirements and duties imposed on them and to ensure that they comply with the requirements of section 6 & 7 at all times.

 Freedom PARK <small>a heritage destination</small> <small>AN AGENCY OF THE</small> <small>Department of Social, Labour and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	11 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

9 Management and Supervision

The Principal Contractor shall ensure that the project is managed safely, and legal compliance is ensured at all times.

A full-time competent person must be appointed as a Construction Manager to manage all construction work, including health and safety compliance.

The construction manager must appoint construction supervisors responsible for construction activities and ensuring occupation health and safety on the construction site.

The Principal Contractor must appoint a full-time or part-time construction health and safety officer, who is registered with the SACPCMP, to assist in the control of health and safety aspects on site.


10 Risk Management

The Principal Contractor must follow a formal risk-based approach to ensure hazard control measures are implemented to an acceptable reasonable practical level. The Principal Contractor and his employees shall be responsible to ensure all hazards pertaining to his scope of activity are proactively identified, the risks assessed and appropriately eliminated or minimized and managed on an ongoing basis. Risk assessments shall also identify possible and potential environmental, health and hygiene issues pertaining to each hazard with potential exposures and limits.

10.1 Risk Assessment

The Principal Contractor shall, before the commencement of any construction work or work associated with the aforesaid construction work and during such work, conduct a risk assessment by a competent person, appointed in writing and the risk assessment so produced shall form part of the OH&S plan and be implemented and maintained as contemplated in Construction Regulation 9(1). Competence is a factor of training, knowledge, experience and/or appropriate qualifications.

The risk assessment shall include, as far as is reasonably practicable, at least: The task or task step; the identification of the risks and hazards to which persons may be exposed during the task or task step; The analysis and evaluation of the risks and hazards identified, inclusive of a residual risk rating methodology. The method to be used is not prescribed; a documented plan of safe work procedures, to mitigate, reduce or control those residual risks that have been identified as unacceptably high, by means of the rating system; a monitoring plan; a review plan, inclusive of dates to be adhered to; and Ergonomic related risks are to be analysed, evaluated and addressed as part of the process.

 Freedom PARK <small>a heritage destination</small> <small>AN OFFICE OF THE</small> <small>Department of Tourism, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	12 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

Freedom Park has conducted a Baseline Risk Assessment as per clause 5(1) a of the construction regulation, which must be used by The Principal Contractor to develop task specific risk assessments before work commences.

10.2 Risk Assessment Monitoring

The Principal Contractor shall ensure that a monitoring plan for all risk assessments are in place. Risk assessments must be monitored to ensure effectiveness and employee understanding. The monitoring of risk assessments shall be formal, and records thereof shall be available for audit purposes.

10.3 Review of Risk Assessment

The Principal Contractor shall review the hazard identification, risk assessments and standard safe working procedures prior to any work activity commencement and at each production planning and progress report meeting as the contract work develops and progresses and each time changes are made to the designs, plans and construction methods and processes. The Principal Contractor shall provide the Employer, Contractors and all other concerned parties with copies of any changes, alterations or amendments as contemplated above.


Activities carried out without conducting a risk assessment or found to be non-compliant with the risk assessment, will be stopped until such time a risk assessment is compiled, and work is carried out according to the risk assessment. Risk assessments must be fully communicated to all relevant personnel and must be considered when establishing training, awareness and competency requirements.

10.4 Baseline Risk Assessment

Freedom Park prepared a Baseline Risk Assessment from which the Health and Safety Specifications for this project was prepared. The Baseline Risk Assessment highlights all work for which The Principal Contractor must prepare safe work procedures and or work method statements. It must be noted that the Baseline Risk Assessment is not exhaustive and Principal Contractors are required to identify risks and come up with control measures, this must be identified by Principal Contractor when preparing the Issue Based Risk Assessments. During the briefing, the client will brief tenderers about the hazards and risks that are associated with the anticipated construction work.

10.5 Continuous Risk Assessment

The Principal Contractor shall continuously assess the risks of the activities that are carried out. Risk assessments must be in writing, site specific and must be reviewed continuously to ensure it is current and it address all the relevant hazards and risks associated with the specific activity at the specific site.

 <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, RECREATION AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
	Site Specific Health and Safety Specifications (SSHSS)	Page No	13 of 31
		Date	2023

The Risk assessment must be discussed with the whole work crew before the activity starts and the work crew must acknowledge in writing having discussed the risk assessment and that they understand it. This acknowledgement must be on site and must be available to the client for audit purposes. The principal Contractor must appoint a competent risk assessor. The Baseline Risk Assessment for this Project is attached at the back of this document.

11 Legal Compliance and Document Control

a) The Principal Contractor is required to implement systems and procedures to ensure legal compliance through:

- Identification of all relevant HSE legislation, standards and codes applicable to its operations.
- Have available copies of all relevant HSE legislation, standards and codes for reference purposes.
- Update legislation, standards and codes with any changes
- Communicate to all employees any changes that may affect their accountabilities and conformance.
- Incorporate any legal requirements into their HSE management system.
- Monitor and review their HSE management system for effectiveness.

b) The Principal Contractor shall, as a minimum, comply with:

The Occupational Health and Safety Act (Act 85 of 1993) and its Regulations, an up-to-date copy of which shall be available on site at all times.

The Compensation for Occupational Injuries and Diseases Act (Act 130 of 1993), an up-to-date copy of which shall be available on site at all times.

Wherever in the Construction Regulations or this specification there is reference to other regulations (e.g. Construction Regulation 24: Electrical Installations and Machinery on Construction Sites) The Principal Contractor shall be conversant with and shall comply with these regulations.


All legal appointments of The Principal Contractor regarding the Health and Safety of his employees who are to work on the project are addressed and governed by the OHS Act and applicable Regulations. Legal appointments must be in place and must reflect in the project safety file before work commences.

c) Overall Supervision and Responsibility for OH&S

Freedom Park will appoint the Principal Contractor in terms of Construction Regulation 5(1)(k). A Mandatory agreement as per Section 37.2 of the OHS Act, shall be signed between by both parties.

It is a requirement that the Principal Contractor, when he/she appoints other Contractors in terms of Construction Regulations 7(1)(c), 7(1)(d), 7(1)(f) and 7(3) includes in his agreement with such

Site Specific Health and Safety Specifications (SSHSS) for Freedom Park Heritage Site and Museum

 Freedom PARK <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, RECREATION AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
	Site Specific Health and Safety Specifications (SSHSS)	Page No	14 of 31
		Date	2023

Principal Contractors the following: OH&S Act (85 of 1993), Section 37(2) agreement: “Agreement with Mandatory” OH&S Act (85 of 1993), Section 16(2) appointee(s) as detailed in his/her/their respective appointment forms. (Where applicable)

The signed Mandatory agreements shall be placed in the project file for reference and for audit trail purposes.

d) Specific Supervision Responsibilities for OH&S


The Principal Contractor shall appoint designated competent employees and/or other competent persons as required by the OHS Act and Regulations, as well as this specification. Appointments shall be in writing and the responsibilities clearly stated together with the period for which the appointment is made. This information shall be communicated to and agreed with the appointees. Where applicable, the training certificate must be attached to the appointment. Notice of appointments shall be submitted to the Employer. All changes shall also be communicated to the Employer.

It is a requirement that The Principal Contractor shall provide the Employer with an organogram of all sub-Principal Contractors that he/she has appointed or intends to appoint and keep this list updated and prominently displayed on site.

Designation of OH&S Representatives (Section 17 of the OH&S Act). Where the Principal Contractor employs more than 20 persons (including the employees of sub-Principal Contractors) the PC has to appoint 1 (one) OH&S representative for every 50 employees or part thereof. This is a minimum (legal) requirement. The Principal Contractor may at his own discretion appoint more OH&S representatives according to site specific requirements. General Administrative Regulation 6 requires that the appointment or election of the OH&S representatives be conducted in consultation with employee representatives or employees (Section 17 of the Act and General Administrative Regulation 6 & 7). OH&S representatives shall be designated in writing and the designation shall include the area of responsibility of the person and term of the designation. OH&S representatives must be experienced, permanently employed by The Principal Contractor or his sub-Principal Contractors, trained and able to move freely within their designated area of responsibility. The Freedom Park or client representative reserves a right to instruct the Principal Contractor to appoint more Health and Safety Representatives depending on the prevailing conditions on site.

e) Duties and Functions of the OH&S Representatives (Section 18 of the OH&S Act)

The Principal Contractor shall ensure that the designated OH&S representatives perform their functions in respect of the workplace or section of the workplace for which they have been appointed. These functions include conduct continuous monitoring and monthly inspections of their respective areas of responsibility, focusing on unsafe acts and unsafe conditions and report thereon to The Principal Contractor. OH&S representatives shall participate in accident or incident investigations. OH&S representatives shall attend all OH&S committee meetings. The complete list of functions can be found in Section 18 of the OHS Act.

 Freedom PARK <small>A HERITAGE DESTINATION</small> <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, RECREATION AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	15 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	/2023

f) Appointment of OH&S Committee (Sections 19 and 20 of the OH&S Act)

The Principal Contractor shall establish an OH&S committee, which shall meet at least once a month, where two or more Health and Safety Representatives have been appointed. OH&S representatives must be appointed as OH&S committee members. The number of management appointed members may not exceed the number of OH&S representatives on the committee.

g) Operational Integrity

The operational integrity of plant, equipment, structures and protective systems must be monitored and assured on an ongoing basis throughout the project cycle. Hazards must be identified, assessed and as far as reasonably practicable, eliminated or the risks treated to as low as reasonably practicable (ALARP).

h) Construction Plant & Equipment

The Principal Contractor shall maintain all items of plant and equipment necessary to perform the work in a safe condition.

Freedom Park reserves the right to inspect items of plant and equipment brought to site and used on site by The Principal Contractor. Should it be found that any item is inadequate, faulty, unsafe or in any other way unsuitable for the safe and satisfactory execution of the work for which it is intended, The Principal Contractor will be advised of such observation / inspection, and The Principal Contractor shall be required to repair, make safe or remove such item from operation and replace it with a safe and adequate substitute.

i) Standards and Registers


As standard project procedures, The Principal Contractor is expected to:

- Set up an initial set of registers as per the requirements of the OHS Act and Regulations.
- Complete the registers for each piece of plant, tool and equipment brought on and used on site.
- Maintain a complete, continuous and comprehensive inspection and service history in these registers or checklists.
- Ensure daily, weekly, monthly inspections are done and recorded for all plant, tools & equipment by a competent person as required by the OHS Act and Regulations.
- Have the inspection and maintenance records available for audit purposes.

12 Occupational Health and Hygiene

12.1 Medical Fitness for Duty

All Principal Contractor employees shall undergo medical examinations and be certified fit for duty by an Occupational Health Practitioner before they are allowed to work on site.

 <p>Freedom PARK Heritage Museum Department of Heritage and Culture</p>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	16 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

The medical certificate must be in the form of Annexure 3 of the Construction Regulations and stipulate the possible exposures the employee might be exposed to during the execution of the project.

It is recommended and in the best interest of The Principal Contractor to implement pre-employment as well as exit medical surveillance, especially with regards to Section 8 of the Noise Induced Hearing Loss Regulation.

12.2 First Aid

According to GSR 3(4), where more than 10 employees are employed at a workplace / worksite, The Principal Contractor shall ensure that there is at least one trained first aider for every group of 50 employees at the workplace/site. First Aid boxes must be provided where more than 5 employees are employed and must be readily available and accessible for the treatment of injured persons at the workplace.

To ensure immediate treatment of an injured person, it is recommended that all work crews have at least one trained first aider, with a fully stocked first aid box, irrespective of the number of people in the work crew. This is especially important when Principal Contractors work at great distances from the nearest emergency facility or town. These persons shall be appointed in writing as the first aiders with their certificates attached as proof of competency.


The minimum contents of the first aid box shall be as per the supplied list in the General Safety Regulations.

All treatments done must be recorded on a register and kept with the first aid box. A trained and appointed first aider must be responsible for the first aid box and its content. Used content must be replenished as soon as possible.

In order to ensure prompt response at the emergency facility it is recommended that the W.CI 2 forms be partially completed with the employers' details.

12.3 Hygiene Facilities

The Principal Contractor and his Principal Contractors shall ensure compliance to Section 30 of the Construction Regulations with regards to facilities on the construction site as well as where accommodation is provided to employees on remote sites. The Principal Contractor shall ensure that the facilities are kept clean at all times, either through a service provider or self-employed persons. The Principal Contractor shall provide employees with at least one sanitary facility for each sex and for every 30 workers, changing facilities for each sex and sheltered eating areas.

 Freedom PARK <small>a heritage destination</small> <small>AN AGENCY OF THE Department of Tourism, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	17 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

13 Waste Management

The Principal Contractor shall comply with all applicable and relevant Waste Management legislation, as well as municipal bylaws applicable to waste management.

The Principal Contractor shall remove all waste generated at the construction site on a daily basis or as soon as possible after generation to ensure good housekeeping at all times. The Principal Contractor shall have a waste management plan which must be implemented on the construction site and which will have the objective to ensure that waste is managed according to the Waste Management Hierarchy:

- Reduce what you can. If you cannot reduce then,
- Re-use what you can. If you cannot re-use then,
- Recycle what you can. What you cannot recycle,
- Convert into energy sources. If it cannot be converted to an energy source,
- Dispose of in a landfill – this is only to be done as a last resort and disposed without endangering human health and without using processes or methods which could harm the environment.

14 Hazardous Substance Management

The Principal Contractor shall ensure that hazardous substances brought onto site are easily identifiable and stored according to the requirements of the General Safety Regulations, GNR. 1031 of 1986, Section 4.

Where flammable liquids are being used or stored, this must be done in a manner which would not cause a fire or explosion hazard.


The Principal Contractor shall have Material Safety Data Sheets (MSDS) readily available for flammable, hazardous and toxic chemical substances and materials brought onto site and shall ensure that his employees are trained in these MSDS's.

Flammable, hazardous or toxic chemical substances may not be stored in empty food or drink containers. Empty flammable, hazardous and toxic containers must be disposed of in a safe manner, which will prevent further use of such a container.

A survey of the construction site must be done during site establishment, to locate any asbestos. Should asbestos be located, the conditions of the Asbestos Regulations, GNR. 155 of 2002 must be followed and complied with.

15 Principal Contractor

15.1 Consultations, Communications and Liaison

 Freedom PARK <small>a heritage destination</small> <small>AN AGENCY OF THE Department of Sports, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	18 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	/2023

OH&S liaison between the Employer, the Principal Contractor, the Contractors, the designer and other concerned parties will be through the OH&S committee. In addition to the above, communication may be directly to the Employer or his appointed agent, verbally or in writing, as and when the need arises.

Consultation with the workforce on OH&S matters will be through their construction managers and supervisors, OH&S representatives and the OH&S committee. The Principal Contractor shall be responsible for the dissemination of all relevant OH&S information to The Principal Contractors e.g. design changes agreed with the Employer and the designer, instructions by the Employer and/or his/her agent, exchange of information between Principal Contractors, the reporting of hazardous/dangerous conditions/situations etc. The Principal Contractors' most senior manager on site shall be required to attend all OH&S meetings

15.2 Operational Procedures

Each construction activity shall be assessed by The Principal Contractor so as to identify operational procedures that will mitigate against the occurrence of an incident during the execution of each activity. This specification requires

The Principal Contractor:

- to be conversant with all relevant Regulations.
- to comply with their provisions.
- to include them in his OH&S plan where relevant

15.3 Checking, Reporting and Corrective Actions


The Employer will conduct monthly health and safety and document verification audits in compliance with Construction Regulation 5(1)(o) in order to ensure that The Principal Contractor has implemented and is maintaining the agreed and approved OH&S plan.

The Principal Contractor will ensure that periodic health and safety audits and document verification are conducted at intervals mutually agreed upon between the Principal Contractor and any Principal Contractor, but at least once every 30 days.

The Principal Contractor will be provided with a copy of the Health and Safety audit report within seven days after the audit. The employer or his representative may stop any Principal Contractor from executing a construction activity which poses a threat to the health and safety of persons which is not in accordance with the client's health and safety specification and the Principal Contractor's health and safety plan for the specific site.

15.4 Other Audits and Inspections by the Employer

The Employer reserves the right to conduct other ad hoc audits and inspections as deemed necessary. This will include site safety walks.

 <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, ARTS AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	19 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

15.5 Principal Contractor's Audits and Inspections

The Principal Contractor must conduct his own regular internal audits to verify compliance with his own OH&S management system, as well as with this specification. The Principal Contractor shall furthermore ensure that each Principal Contractor's health & safety plan is being implemented by conducting periodic audits at intervals mutually agreed between The Principal Contractor and Principal Contractors, but at least once per month.

15.6 Inspections by OH&S Representatives and other Appointees

OH&S representatives shall conduct weekly inspections of their areas of responsibility and report thereon to their foreman or supervisor whilst other appointees shall conduct inspections and report thereon as specified in their appointments e.g. vehicle, plant and machinery drivers, operators and users must conduct daily inspections before start-up.


15.7 Recording and Review of Inspection Results

All the results of the abovementioned inspections shall be in writing, reviewed at OH&S committee meetings, endorsed by the chairman of the meeting and placed on the OH&S File.


15.8 Project Health and Safety Management Plan

As per Section 5(1) (l) and Section 7(1) (a) of the Construction Regulations of 2014, The Principal Contractor shall develop, implement and administer a Health and Safety Management Plan. The plan shall be in writing and shall be negotiated between The Principal Contractor and Client or designated OHS Agent and must be approved by Freedom Park or the designated OHS Agent prior to the commencement of work on site. The plan shall demonstrate management's commitment to ensure employee health and safety as their primary objective during the contract. As a suggestion, the following elements may be used to develop the H&S plan:

- Introduction
- Mission
- Purpose & Scope
- Health, Safety and Environmental Policy
- Health, Safety and Environmental Goals
- Plan Objectives
- Leadership and Commitment
- Values supporting commitment.
- Roles, Responsibilities and Accountability
- Hazard and Risk Management Process
- Effective Consultation
- Planning
- Principal Contractor HSE Alignment
- Management of Contractors

 <p>Freedom PARK AN AGENCY OF THE Department of Social, Skills and Culture</p>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
	Site Specific Health and Safety Specifications (SSHSS)	Page No	20 of 31
		Date	2023

- On-Site
- Learning and Competency
- Project HSE Training and Competency Requirements
- Principal Contractor & Contractor Duties
- Minimum Training Requirements
- Medical fitness test
- Employee details
- Visitors to site induction
- Involvement, Communication and Motivation
- Safety Meetings
- Health & Safety Behaviour
- Information and Learning
- Hazard and Risk Management on site
- Hazardous Activities
- Hazardous Areas
- Hierarchy of Hazard Control
- Hazard and Risk Identification
- Risk Analysis and Evaluation
- Documented safe work procedures for hazardous activities.
- Hazard and Risk monitoring plan
- Hazard and Risk review plan
- Occupational Health and Hygiene
- Fitness for Work
- Hazardous Substances
- Airborne Chemical Substances
- Noise and Vibration
- Personal Hygiene
- Protection of Outdoor Workers
- Occupational Health Services on Site
- Performance Tracking and Accountability
- Positive Performance Indicators
- Workplace Observations and Audits
- Reporting
- Incident Management
- Emergency Preparedness and Response
- Incident Management
- Injury Management
- Waste Management
- Hazardous Waste
- Non-Hazardous Waste - Recyclable
- Non-Hazardous Waste – Non recyclable

 Freedom PARK <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, RECREATION AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	21 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

15.9 Project Health and Safety File


The Principal Contractor shall compile a project specific Health and Safety File that consist of all the relevant project specific documentation. The Health and Safety file may consist of multiple files, which when combined should contain all the required documentation.

It is recommended that the project specific Health and Safety file contain at least the following:

- Scope and summary of the project as well as any scope changes.
- Notification of Construction Work to DoL
- Proof of COID registration (Letter of Good Standing)
- Principal Contractor Health and Safety Policy statement signed by management.
- Mandatory Agreement – OH&S Act 37.2 (Between Employer and Principal Contractor)
- Signed Client Health and Safety specification
- Latest copy of the OHS Act and Regulations.
- Company Organogram depicting Health and Safety Responsibilities, including sub-Principal Contractors.
- Employee list including copy of IDs and medicals.
- Project specific Health and Safety Management Plan agreed with the Employer
- Relevant OH&S Legal appointments which includes duties and responsibilities as well as competencies (training certificate)
- Copies of minutes of meetings - OH&S committee and other relevant OH&S meeting minutes
- Designs/drawings (Construction Regulation 7(1)(e))
- Site specific Fall Protection Plan (if applicable)
- Risk Assessments
- Principal Contractor Induction material
- Waste management Plan
- Emergency preparedness (first aid, firefighting, emergency plan, etc.)
- Emergency Contact Telephone numbers
- HIV awareness program
- List of hazardous chemical substances used on site.
- Material Safety Data Sheets of hazardous chemicals on site
- List of plant & equipment to be used on site.
- Inspection Checklists/Registers of plant & equipment and emergency equipment
- List of Sub-Principal Contractors including type of work.
- Sub-Principal Contractor 37.2 Mandatory Agreements
- Sub-Principal Contractor appointments which shall include the type of work The Principal Contractor is appointed for.

15.10 Contracting Philosophy

Any site-specific hazards and safety management expectations will be made known to The Principal Contractor prior to the work commencing on site. Legal OHS requirements contained in

 Freedom PARK <small>a heritage destination</small> <small>AN AGENCY OF THE Department of Sports, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	22 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	14 /09/2023

the OHS Act and Regulations as well as SANS Codes are the minimum requirements The Principal Contractor must apply during this contract with regards to Occupational Health and Safety. The Principal Contractor shall apply, implement and enforce the minimum OHS Act & Regulations and SANS Codes requirements.

15.11 Workers Compensation Registration

The Principal Contractor shall ensure that his employees are covered for any occupational injuries and illnesses in terms of the Occupational Injuries and Diseases Act 130 of 1993, which cover shall remain in place and up to date for the duration of the project. The principal contractor must ensure that only contractors who have letter of good standing are eligible to work under this contract.

15.12 HSE Non-Compliance

It is a legal duty of the client according to the Construction Regulation 5(1) (q) that a Principal Contractor is stopped from executing any activity which poses a threat to the health and safety of persons. Depending on the seriousness of the non-compliance only the specific activity may be stopped until the non-compliance is rectified or the whole operation may be stopped.


It is also the duty of every employee to take reasonable care of his own health and safety and of other persons who may be affected by his acts as per OHS Act, Section 14(a). Keeping this in mind, it is required of The Principal Contractor to ensure his employees has the right to remove themselves from any unsafe situation or work activity, without any negative consequence to them until such time as The Principal Contractor has made the unsafe situation or activity as safe as practicable possible.

15.13 Indemnity by Principal Contractor

The Principal Contractor shall indemnify the Employer against and from all damages, losses and expenses (including legal fees and expenses) resulting from:

- the loss of output and delay caused by the slowing down or partial or total stoppage of work caused by:
- all or any of The Principal Contractor's workforce as a result of a dispute between all or any of the Principal Contractor's workforce and The Principal Contractor; or
- all or any of the Principal Contractor's suppliers' difficulty or impossibility to deliver goods or materials needed to perform the Works.
- Any unlawful, riotous or disorderly conduct by or amongst the Principal Contractor's personnel."

15.14 The Principal Contractor Conduct

 Freedom PARK <small>a heritage destination</small> <small>AN AGENCY OF THE</small> <small>Department of Sports, Arts and Culture</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	23 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

Guidelines to the most important rules that shall be implemented and maintained by the Principal Contractor:

- Complete compliance to the OH&S Act 85 of 1993 and Regulations
- Hazard identification and Risk Assessments for all activities
- Daily communication of DSTI talk before work commences.
- Safe access and egress to and from work areas.
- Good housekeeping and stacking practices.
- Safe lifting, rigging and slinging practices.
- Complying to Legal standards for lifting machinery & equipment
- No lifting in wind conditions exceeding 30km/h (This is a guide and is dependent on risk assessments)
- Securing of tools, equipment and material at heights
- Wearing of appropriate personal protective equipment as identified in the risk assessment.

15.15 Principal Contractor and Contractor Management

The Principal Contractor shall establish, maintain and ensure that all his Contractors establish and maintain HSE standards and systems as necessary and to comply with the Legal requirements as well as these HSE specifications.

The Principal Contractor shall be solely responsible for carrying out work on the project, having the highest regard for the health and safety of his employees and people in the vicinity of his work area.

15.16 Public Health and Safety


The Principal Contractor shall, as far as is reasonably practicable, be responsible for ensuring that non-employees affected by the construction work are made aware of the dangers likely to arise from said construction work as well as the precautionary measures to be observed to avoid or minimise those dangers.

This includes:

- Non- employees entering the site for whatever reason.
- The surrounding community
- Passers-by to the site.

15.17 Designing for Health, Safety and Environment

Designing for safety is a process aimed at minimizing injury, death, property damage or destruction and harm to the environment, by utilizing an approach to identify and eliminate or control hazardous areas. The project Designer and Principal Contractor must implement a process that ensures safety is incorporated in the design process, which includes temporary works as contemplated in the CR 2014 Section 6 and Occupational Health and Safety Act 85 of 1993 section 10.

 <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, TRAVEL AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	24 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	/2023

The Principal Contractor must communicate the anticipated risks and hazards resulting from the design to his employees and establish safe work procedures for the temporary works.

15.18 Incident Management

The Principal Contractor shall ensure that a culture exists within his company that promotes the recognition, response, reporting and investigation of incidents, including near misses (near hits). The Principal Contractor must implement a procedure for reporting and investigating accidents, incidents and near misses. The Principal Contractor should have a clear objective and target to obtain zero injuries for the duration of the project and such an objective must be communicated to all employees. Appropriate corrective actions must be implemented, and the applicable learnings must be shared within The Principal Contractors business to prevent a recurrence of the incident or to prevent the near miss from becoming an incident in future.

15.19 Incidents and Accidents

The Principal Contractor and his Contractors shall coordinate their investigation of all accidents/incidents where employees and non-employees were injured to the extent that he had to be referred for medical treatment by a doctor, hospital or clinic. The results of the investigation shall be entered into an accident/incident register, which must be updated with each accident/incident.


The Principal Contractor shall notify the relevant Freedom Park any incident / accident within the Principal Contractors or his Principal Contractors area of responsibility in writing as soon as possible.

Although the accident / incident is reported to the client, the Principal Contractor has a responsibility and is required by law to report any Section 24 accidents and incidents to the Department of Labour. Any road traffic accident must be reported to the relevant authorities.

It is essential that The Principal Contractor demonstrate that corrective and preventative action has been taken to prevent a similar incident in future and that it is communicated to all The Principal Contractors affected staff. A copy of the investigation, corrective and preventative action taken as well as the attendance register of the employees who attended the discussion of the incident and the action implemented to prevent a similar incident, must be forwarded to the Freedom Park.

Investigations must be completed for:

- Near Miss Incidents (To prevent it from becoming an incident)
- First Aid case Incidents
- Medical treatment case Incidents
- Fatalities

 <p>Freedom PARK Heritage Museum Department of Heritage, Arts and Culture</p>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	25 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

15.20 Incident Reporting

The Principal Contractor shall provide the Employer with copies of all statutory reports required in terms of the Act within 7 days of the incident occurring. In addition, The Principal Contractor shall update monthly the Disabling Injury Frequency Ratio (DIFR) and display this information on a signboard at the site office.

The Principal Contractor is responsible for collecting, recording, calculating and reporting his and his sub-Principal Contractors Health & Safety statistics to the Freedom Park. The statistics should contain at least the following for all employees of all Principal Contractors working on the project:

- Total Number of workers
- Total Number of hours worked (on the Freedom Park project)
- Total Number of Near Miss Incidents
- Total Number of First Aid case Incidents
- Total Number of Medical Treatment case Incidents (Excluding Section 24 type incidents)
- Total Number of Section 24 type Incidents
- Preventative actions taken on incidents that have occurred.
- Communication to employees and Principal Contractors of incidents and preventative actions.

15.21 Project Specific Construction Requirements

The clause contains specific requirements for Contract, which must be adhered to in addition to minimum legislative requirements. The scope of work entails the following risks and hazards that will need to be managed throughout the project life cycle.


15.22 Daily Site Attendance Register

The Principal Contractor shall keep a daily site register so as to be able to identify the entire Principal Contractors personnel on site in case of an emergency or evacuation situation. The attendance register must include permanent as well as temporary workers working on the site.

All site visitors and any new Principal Contractors shall report to security / reception upon arrival at site. The Principal Contractor will only be granted first time access to work on the site if all required documentation has been provided and approved.

All visitors need to sign an attendance register when visiting the site. Visitors include all persons which are not permanently working on the site but excludes temporary site workers. Visitors must undergo site induction training before they are allowed on site to make them aware of the site dangers.

15.23 Emergency Numbers / Emergency Evacuation

 Freedom PARK <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, TRAVEL AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
	Site Specific Health and Safety Specifications (SSHSS)	Page No	26 of 31
		Date	2023

A list with emergency numbers must be readily available to first aiders and supervisors. Emergency numbers must be site specific and must display the nearest emergency facilities.

The Principal Contractor shall identify and formulate emergency procedures in the event an incident does occur. The emergency procedures thus identified shall also be included in The Principal Contractor's OH&S plan and communicated as part of induction training.

The Principal Contractor must implement an emergency evacuation procedure on site to ensure that in case of an emergency, all staff will leave their place of work when the emergency siren is sound and proceed to the demarcated emergency assembly point. The emergency assembly point must display the sign "Emergency Assembly Point".

An evacuation route diagram must be displayed and visible at strategic points in buildings and on notice boards.

All staff working on site must be given awareness training on the emergency evacuation procedure and evacuation drills must be exercised to ensure all staff know the correct procedure to follow in case of an emergency.

15.24 Site Security

Certain areas where work must be carried out, is recognized unsafe areas and certain other areas may from time to time become unsafe, due to 3rd party actions. The Principal Contractor must as far as reasonably possibly anticipate unsafe areas and must ensure that his site staff is safe from 3rd party actions, which include but is not limited to:


- Unrests,
- Violent Demonstrations,
- Theft,
- Injury from 3rd parties at all times.

The Principal Contractor must, when work is to be carried out in the above-mentioned areas, make provision for security services to accompany site staff during the execution of their work, as The Principal Contractor is responsible for the Health, Safety and Security of his own staff. The provision for security services must form part of The Principal Contractors tender.

15.25 Personal Protective Equipment

Comply with General Safety Regulations, Section 2. Personal protective equipment (PPE) should, however, be the last resort and there should always first be an attempt to apply engineering and other solutions to mitigating hazardous situations before the issuing of PPE is considered. The hierarchy of hazard elimination must be followed before the option of personal protective equipment is considered. The following hierarchy of controls must be followed:

- Elimination
- Passive Controls

	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	27 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

- Substitution – Using a cherry picker or man-lift instead of a ladder.
- Engineering Controls – Installing barrier railings; Installing stairs instead of using vertical ladders.
- Active Controls
- Administrative policies and procedures
- Personal protective equipment

Where it is not possible to create an absolutely safe and healthy workplace The Principal Contractor shall inform employees regarding this and issue, free of charge, suitable equipment to protect them from any hazards being present and that allows them to work safely and without risk to health in the hazardous environment.

The Principal Contractor shall include in his OH&S plan the PPE he intends issuing to his employees for use during construction and the sanctions he intends to apply in cases of non-conformance by his employees. Conformance to the wearing of PPE shall be discussed at the weekly inspection meetings.

15.26 Site Supervision

The Principal Contractor shall appoint a competent Construction Manager who shall be responsible for the construction activities and for ensuring occupational health and safety compliance on the construction site.

15.27 Structures


The Principal Contractor shall ensure that all practicable measures are taken to prevent the uncontrolled collapse of new or existing structures or any part thereof, which may become unstable or is in a temporary state of weakness or instability due to the carrying out of construction work. No structure may be loaded in a manner which would render it unsafe.

15.28 Cranes

Crane operators must be competent to carry out their work safely and must be in possession of a valid medical certificate of fitness, issued by an occupational health practitioner.

The wind factor should always be taken into consideration when operating cranes and that a wind speed device is fitted that provides the operator with an audible warning when the speed exceeds the design engineer specification. Upon noticing that the wind speed is equal or more than the specified speed limit, the operator should stop immediately.

Construction Vehicles & Mobile Plant should comply with Construction Regulation, Section 23, National Road Traffic Act, 1996

 Freedom PARK <small>A HERITAGE DESTINATION</small> <small>DEPARTMENT OF SPORTS, RECREATION AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	28 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	2023

15.29 Electrical Equipment

The Principal Contractor shall take adequate steps to ascertain the presence of and guard against danger to workers from electrical cables or apparatus which is under, over or on the site. The exact location of underground electric power cables must be determined before any excavators are used for excavation purposes. The location of overhead electrical cables must be assessed when working with cranes and lifting equipment.

All temporary electrical installations must be inspected at least once a week by a competent person and the records of the inspections must be recorded in a register which must be kept on site.

15.30 Temporary Storage of Flammable Liquids

The Principal Contractor must ensure storage areas of flammable liquids are well ventilated and “No Smoking” signs are placed at the entrances and ventilation ducts of the storage areas. Firefighting equipment must be available in suitable positions around the storage areas.

The Principal Contractor must ensure that good housekeeping is practiced in and around the flammable storage areas.

15.31 Water Environments

The Principal Contractor must ensure that a lifejacket forms part of the employees PPE and is worn when the employee is exposed to the risk of drowning, by falling into water.


The risk assessment must make provision for the rescuing of persons in danger of drowning and for preventing employees from falling into the water. When working over water environments, Section 10 of the Construction Regulations – Fall Protection will also apply.

15.32 Housekeeping

The Principal Contractor shall ensure that suitable and acceptable housekeeping is continuously implemented and maintained on the construction site. Off-cuts and waste must be removed by the end of the shift or as soon as practicable. The PC should CR 27 and Environmental Regulations for Workplaces, Section 6(3).

15.33 Stacking & Storage of Material & Equipment

The Principal Contractor shall appoint a competent person in writing with the duty of supervising all stacking and storage operations on site. Stacking shall only take place in areas specifically demarcated for this purpose. Circular items must be secured with wedges or chocks.

 Freedom PARK <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, RECREATION AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM		Rev No	00
			Ref No
			Doc Name
			Class	Public
			Page No	29 of 31
	Site Specific Health and Safety Specifications (SSHSS)		Date	2023

Items removed from a stack shall only take place from the topmost layer of the stack. Stacks shall not obstruct any fire extinguishing equipment, first aid equipment, electrical switchgear (DB Boxes) and ventilation or lighting installations. Unstable stacks must be broken down immediately.

15.34 Fire Precautions

The Principal Contractor must provide his own firefighting equipment that is within the service date and safe for use. Firefighting equipment must be on a register and inspected by a competent person who has been appointed in writing.

Suitable and sufficient fire extinguishing equipment must be placed at strategic locations and a sufficient number of firefighters must be available, which must be trained in the use of it.

15.35 Intoxicating Liquor and Drugs

The site limit for intoxication is set to zero to complement a vision of zero tolerance. Any person found to be intoxicated, or consuming intoxicating liquor or illegal drugs, will not be allowed onto the premises and/or will be removed from the premises.

The Principal Contractor has the right to test any person entering the premises for intoxicating liquor or illegal drugs and may refuse entrance on the basis of the outcome of the test.

The Principal Contractor shall ensure that employees taking prescription medicine informs The Principal Contractor of such and shall ensure that the side effect of such medicine does not constitute a hazard to the employee himself or people working in close vicinity to the employee.

15.36 Confined Space Work & Tunnelling


The Principal Contractor shall ensure that only authorized persons enter confined spaces. An entrance log must be kept ensuring people are not left inside the confined space. Adequate air monitoring must be carried out before entering the confined space.

15.37 Site Services

The Principal Contractor shall provide and maintain on the Site adequate and suitable sanitary services and a supply of potable water for The Principal Contractor's, the Employer's and the Engineer's personnel engaged on the Contract and, if necessary, similar facilities elsewhere for such personnel off the Site.

15.38 Drinking Water

The Principal Contractor must ensure that an adequate supply of potable drinking water is available for The Principal Contractor's, the Employer's and the Engineer's personnel engaged on the Contract and, if necessary, similar facilities elsewhere for such personnel off the Site.

 Freedom PARK <small>AN AGENCY OF THE DEPARTMENT OF SPORTS, RECREATION AND CULTURE</small>	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM		Rev No	00
			Ref No
			Doc Name
			Class	Public
	Site Specific Health and Safety Specifications (SSHSS)		Page No	30 of 31
			Date	2023

Employees working in hot conditions must consume enough water per hour to prevent dehydration.

Where water is unsafe for human consumption, it must be indicated by means of adequate signage.

15.39 Traffic Control

The Principal contractor should prepare the traffic management plan in terms of National Road Traffic Act, 1996 for approval before the construction begins. All the intersections; bypass and railway line should be declared as the high accident area. Traffic management training should be provided to all the employees working next those high-risk areas. Any road traffic accident must be reported to the relevant authorities.

15.40 Permits

The Principal Contractor should before commencement with the works obtain the permits; licenses and or wayleave for all activities which trigger authorisation in terms of South African Acts and Regulations. The permits should be kept on site and be made available for inspection at all the times.

15.41 Accommodation

The Principal Contractor shall comply with the requirements of Construction Regulation 30 with regards to employee's facilities and accommodation. Reasonable and suitable living accommodation must be provided to employees who are far removed from their homes. No accommodation will be allowed on the construction site.


15.42 Site Establishment

The principal contractor must ensure that a layout design of the site is provided to the Engineer depicting the position of offices, ablution facilities, storage, workshops, stockpile areas, waste disposal facilities and access routes. The designing of the site layout must take into account minimum disturbance to residents, businesses and the surrounding environment.

Prior to the commencement of any vegetation clearing or tree felling activities, the Principal Contractor must ensure that the Engineer is contacted to confirm areas that are to be cleared. No trees or indigenous shrubs will be removed without the prior permission of the Engineer, unless in keeping with the final site reinstatement.

Where possible, wetlands shall be avoided during construction and disturbance to these areas minimized. Construction may only occur within or close to watercourses if prior permission is obtained from the Engineer.

Location of all underground services must be requested before commencement of construction. If this this information is not available, the contractor, must only begin with excavation on receiving approval from the engineer and after endeavoring to identify the existence of all underground

	REQUEST FOR QUOTATION AT THE FREEDOM PARK HERITAGE SITE & MUSEUM	Rev No	00
		Ref No
		Doc Name
		Class	Public
		Page No	31 of 31
	Site Specific Health and Safety Specifications (SSHSS)	Date	/2023

services. The Principal Contractor must obtain permission from the Engineer for roads that are to be created for construction access. Photographs of the state of existing site shall be taken for record purposes.

The Principal Contractor shall ensure that suitable and acceptable housekeeping is continuously implemented and maintained on the construction site. Off-cuts and waste must be removed by the end of the shift or as soon as practicable. The PC should CR 27 and Environmental Regulations for Workplaces, Section 6(3).