

COVID-19 RISK ASSESSMENT													
Business/Operating unit:		Telecommunications		Scope		Maintenance and minor project work for Eskom / NTCSA and Broadband Infra optic fibre network on an as and when required basis for a period of three (3) years		Next Review Date (every 2 years):		06/05/2027	Template identifier:	240-70044601	
Date:		06/05/2025		Compiled by		Masego Mabi Joe Mmako		Authorised by:		Name: Alison Singh		Document identifier	559-61606409
								Designation:		Contracts Manager		Revision number:	5
								Signed:				Revision date:	30-Apr-25
								Date:				Content Revision No.	1
Refer to Occupational Health and Safety Risk assessment procedure 32-520													
List activity	Hazard Identification	Associated risk	Risk type	What are the possible consequences?	Existing Controls				Control Owner	Legal and Other Requirements			
List specific activities to be performed taking into consideration the equipment to be used, the personnel involved in the task.	Anything with potential to cause of harm. Note: A hazard can pose more than one risk.	A chance that injury, ill health or damage could occur as a result of uncontrolled hazard.	Safety or health	Consider the worst case scenario without controls?	Include: - Proactive Controls (controls implemented to eliminate hazards or reduce the likelihood of the risk occurring), and - Reactive Controls (controls implemented to reduce the immediate impact of the risk occurring) Elimination Substitution Engineering controls Administrative controls Personal protective equipment (PPE)	Consequence	Likelihood	Risk Priority Rating	Person allocated the responsibility for implementing the agreed controls	Where relevant, list the relevant legislative and or Eskom requirements that prescribe the control.			
Access Control	Any person infected with COVID-19	Contracting COVID-19 through contact with infected droplets	Health	1. Local transmission of the virus to exposed employees causing lost time or fatalities 2. All persons that are affected being isolated. 3. Positive COVID-19 cases.	Elimination-None Substitution-None Engineering controls-None Administrative controls 1) Screening using infrared thermoscanners. 2) Adequate provision of hand washing facilities including soap to enhance regular washing of hands. 3) Guards write on behalf of the visitors, contractors and employees in the access register. 4) No handling of access cards, identification cards to be shown by the employee / visitor to the security Guards - access control is manual and the Guards to open the gate for visitors. 5) Social distancing is enforced between security officers and employees, visitors, contractors entering sites. 6) Confirmation that employees, contractor or visitors have completed the COVID-19 self-screening questionnaire. 7) A Record with confirmation of daily employed and visitors' Temperature to be kept by Security or COVID-19 Compliance Officers. 8) Display signage indicating COVID-19 Measures at common areas and entrances. 9) Temporary prohibition of Alcohol/Drug testing, e.g. Breathalysers 10) Employees to Work from home, where possible. 11) Employees are encouraged to install the COVID-19 Power App & Self-assessment on their phones. 12) Awareness conducted on COVID-19 protocol and precautions. 13. Voluntary Vaccination Personal protective equipment (PPE) 14) On entry employees, contractors or visitors entering the premises to use appropriate PPE (sanitizers & masks). 15) Appropriate PPE for security officers/employees conducting screening tests.	5	D	1	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020			
	Objects and surfaces contaminated with COVID-19, e.g. Unhygienic biometric units	Contracting COVID-19 through touching surfaces/objects with contaminated droplets from an infected person while conducting work activities	Health	1. Local transmission of the virus to exposed employees causing lost time or fatalities 2. All employees that are affected being isolated. 3. Positive COVID-19 cases.	Elimination-None Substitution-None Engineering controls-None Administrative controls 1) Frequent sanitisation of the objects and surfaces with strict hygiene protocol implemented. 2) No handling of access cards, identification cards to be shown by the employee / visitor to the security Guards - access control is manual and the Guards to open the gate for visitors. 3) Display signage indicating COVID-19 measures at common areas and entrances. 4) Employees to Work from home, where possible. 5) Awareness conducted on COVID-19 protocol and precautions. 6) Deactivate / stop the use of biometric sensors. 7) Strict personal hygiene protocol adhered to. Personal protective equipment (PPE) 8) On entry employees, contractors or visitors entering the premises to use appropriate PPE (sanitizers & masks). 9) Awareness conducted on COVID-19 protocol and precautions.	5	D	1	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020			
Alcohol Breathalyzer Testing	Infected employee and breathalyzer contaminated with COVID-19.	Contracting COVID-19 when using a contaminated breathalyzer	Health	1. Local transmission of the virus to exposed employees causing lost time or fatalities 2. All employees that are affected being isolated. 3. Positive COVID-19 cases.	Elimination: 1) Temporary prohibition of Alcohol/Drug testing, e.g. Breathalysers Substitution- Compliance to Alcohol Testing Using A Breathalyzer as per Eskom Procedure, e.g. Visual Screening of persons appearing intoxicated. Engineering controls-None Administrative controls 1) Adequate provision of hand washing facilities including soap to enhance regular washing of hands. 2) Continuous disinfection of breathalyzer. 3) Managers are conversant with the Eskom Management of Substance Abuse in the Workplace Procedure to ensure the well-being and safety of all persons at our workplaces. 4) In order to ensure a safe and hygienic testing, employees are requested to adhere to the following while being tested: not to spit, cough or sneeze on or towards the blow point on the breathalyzer, not to place their lips on the blow point of the breathalyzer, not to inhale or suck air from the blow point. 5) Alcohol Breathalyzer Testing has been stopped until further notice and the controls listed above will be applied when alcohol testing recommences 7) Awareness conducted on COVID-19 protocol and precautions. Personal protective equipment (PPE) 8) Use of masks by Security Personnel. 9) Security to utilise hand sanitizer.	5	C	8	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020			
Employees conducting work and being exposed to contaminated objects and surfaces from an infected person (workplace surfaces, printers, desk, door handles, etc.)	Contaminated objects and surfaces with COVID-19.	Contract COVID-19 from contaminated objects and surfaces	Health	1. Local transmission of the virus to exposed employees causing lost time or fatalities 2. All employees that are affected being isolated. 3. Positive COVID-19 cases.	Elimination-None Substitution-None Engineering controls-None Administrative controls 1) Employee awareness on preventive measures (protocol), signs and symptoms, e.g. Hygiene Control Practices, regular hand washing using soap & water for 20 seconds. 2) Continuous and frequent disinfection and cleaning of objects and surfaces. 3) Process in place for anyone with COVID-19 symptoms to inform their line manager and follow the protocol for self-isolation. 4) Working from home where possible. 5) Display signage at common areas. 6) Deep cleaning of the workplace where a COVID-19 positive case has been reported. 7) Confirmation that employees, contractor or visitors have completed the COVID-19 self-screening questionnaire. 8) Identification and risk assessment for vulnerable employees Personal protective equipment (PPE) 9) Use of appropriate PPE (masks and hand sanitizers)	5	C	8	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020			

Employees conducting work and having poor hygiene practices (Not washing or sanitizing of hands frequently, touching faces, touching possible contaminated surfaces and not washing/sanitizing hands thereafter, not disinfecting workspace)	Poor hygiene practices	Contradicting COVID-19 from contaminated surfaces due to poor hygiene practices	Health	1. Local transmission of the virus to exposed employees causing lost time or fatality 2. All employees that are affected being isolated. 3. Positive COVID-19 cases	Elimination-None Substitution-None Engineering controls-None Administrative controls 1) Ensuring employees are provided with and have access to consumables, i.e. cleaning materials such as soap and disinfectants. 2) Continuous communication and implementation of COVID-19 legal & other requirements. 3) Display signage at common areas. 4) Awareness conducted on COVID-19 protocol and precautions (Employees to embrace good hygiene etiquette when coughing or sneezing. Regularly and continuous washing of hands with soap and water for 20 seconds.) Personal protective equipment (PPE) 5) Use of appropriate PPE (employees to always have masks on and sanitise their hands).	5	C	8	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020
Employee's health and wellness when conducting their normal duties	Infected employee and objects contaminated with COVID-19.	Employees having flu-like symptoms or other medical conditions due to having been in contact with Symptomatic, Asymptomatic, or with people that have travelled to high risk areas or positive COVID-19 case.	Health	1. Local transmission of the virus to exposed employees causing lost time or fatality 2. All employees that are affected being isolated. 3. Positive COVID-19 cases	Elimination-None Substitution-None Engineering controls-None Administrative controls 1) Employees to self isolate/quarantine when diagnosed with COVID-19. 2) The screening process is in place which includes the following - Employees encouraged to seek medical advice when showing symptoms. - Employees who are unwell to contact their direct line managers and report their illness or symptoms sustained and only return to work when they are well and cleared by medical practitioner. - Employees should avoid touching their faces, mouths and noses. 3) Employees should exercise common courtesy and not travel with other employees when they are feeling unwell or having symptoms. 4) Employees to work from home where possible. 5) Employees are encouraged to install the COVID-19 Power App / Self-assessment/screening on their phones. 6) Conduct awareness on employee wellness & COVID-19 protocol and precautions. 7) EAP services available for employees to utilise where needed. 8) Employees to follow the GUIDELINES ON MANAGEMENT OF VULNERABLE EMPLOYEES DURING COVID-19 PANDEMIC. 9) Awareness conducted on COVID-19 protocol and precautions. Personal protective equipment (PPE) 10) Use of appropriate PPE (employees to always have masks on and sanitise their hands).	5	D	1	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020
Employees diagnosed with COVID-19.	Infected employee and objects contaminated with COVID-19.	Employees testing positive after being in contact with infected people, or having travelled to high risk areas.	Health	1. Local transmission of the virus to exposed employees causing lost time or fatality 2. All employees that are affected being isolated. 3. Positive COVID-19 cases	Elimination-None Substitution-None Engineering controls-None Administrative controls 1) There is a process in place to ensure that employee remain in quarantine / isolation until repeat testing or Doctors report showing that he/she no longer has the virus/cleared by a medical practitioner 2) There is a system in place for employees who tested positive must be monitored for case management and to ensure that they don't report for work. 3) All employees who tested positive must notify health and wellness / EAP doctor and Line manager. 4) process in place for Contact/tracing to be done as far as reasonably practicable. 5) Employees to work from home where possible. 6) Employees are encouraged to install the COVID-19 Power App / Self-assessment on their phones. 7) Awareness conducted on COVID-19 protocol and precautions. 8. Identification and risk assessment for vulnerable employees, and fitness for duty to be confirmed by the medical centre. Personal protective equipment (PPE) 10) Employee to wear 3 layered mask as prescribed in the guidelines. 11) All employees, contractors, visitors to always wear appropriate PPE and sanitise their hands.	5	C	8	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020
Employees travelling together on Eskom business (in pool, scheme or hired vehicles)	Infected employee and surfaces contaminated with COVID-19.	1. Close contact between employees whilst travelling poses a risk of COVID-19 transfer as the virus spreads through Asymptomatic Persons as well 2. Contact COVID-19 from contaminated vehicle surfaces.	Health	1. Local transmission of the virus to exposed employees causing lost time or fatality 2. All employees that are affected being isolated. 3. Positive COVID-19 cases	Elimination-None Substitution: 1) Reduction of business traveling and the use of virtual meetings. Engineering controls-None Administrative controls 1) Follow the COVID-19 transport measures pertaining to the mandatory number of people allowed per vehicle. 2) Assigned drivers to ensure vehicles are cleaned and disinfected before and after disembarking. 3) Employees to work from home where possible. 4) Employees are encouraged to install the COVID-19 Power App / Self-assessment on their phones. 5) Awareness conducted on COVID-19 protocol and precautions. 6) Traveling has been reduced until further notice and the controls listed above will be applied when normal business traveling resumes again. 7) Identification and risk assessment for vulnerable employees, and fitness for duty to be confirmed by the medical centre. Personal protective equipment (PPE) 9) All employees, contractors, visitors to always wear appropriate PPE. 10) Vehicle occupants must wear masks while in the vehicle 11) Sanitizers to be provided for employees for disinfecting of surfaces in the vehicle and to sanitize the hands.	5	D	1	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020
Employees using Public Transportation (Taxi's & Buses)	Infected employee and surfaces contaminated with COVID-19.	Contradicting COVID-19 from contaminated vehicle surfaces	Health	1. Local transmission of the virus to exposed employees causing lost time or fatality 2. All employees that are affected being isolated. 3. Positive COVID-19 cases	Elimination- 1) Employees working from home. Substitution-None Engineering controls-None Administrative controls 1) Follow the COVID-19 transport measures pertaining to the mandatory number of people allowed per vehicles and maintaining social distancing. 2) Employees to work from home where possible. 3) Employees are encouraged to install the COVID-19 Power App / Self-assessment on their phones. 4) Awareness conducted on COVID-19 protocol and precautions. Personal protective equipment (PPE) 9) Use of appropriate PPE (employees to always have masks on and sanitise their hands).	5	D	1	Contractor	1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020

<p>Sleeping over using guest accommodation during COVID-19</p>	<p>1) Infected hotel staff and fellow lodgers 2) Contaminated surfaces with COVID-19.</p>	<p>1. Contracting COVID-19 from contact with infected person(s) or contaminated surfaces (clothing / bedding)</p>	<p>Health</p>	<p>1. Local transmission of the virus to exposed employees causing lost time or fatalities 2. All employees that are affected being isolated. 3. Positive COVID-19 cases</p>	<p>Elimination-None Substitution- 1) Reduction of business travelling and sleeping over and the use of virtual meetings. Engineering controls-None Administrative controls 1) Communicate the list of pre-approved sleeping over accommodation that comply to COVID-19 prevention measures 2) Ensure employees only utilise the pre-approved accommodation 3) Travelling and sleeping over has been reduced until further notice and the controls listed above will be applied when normal business travelling and sleeping over resumes again. 4) Awareness conducted on COVID-19 protocol and precautions. 5. Identification and risk assessment for vulnerable employees, and fitness for duty to be confirmed by the medical centre. Personal protective equipment (PPE) 6) Employees to wear 3 layered cloth masks when in public</p>	<p>5</p>	<p>D</p>	<p>1</p>	<p>Contractor</p>	<p>1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020</p>
<p>Social Interactions during tea breaks/work breaks</p>	<p>Infected employee and objects contaminated with COVID-19.</p>	<p>Contracting COVID-19 due to employees, contractors or visitors not following social distancing protocols when having social interactions during tea or work breaks.</p>	<p>Health</p>	<p>1. Local transmission of the virus to exposed employees causing lost time or fatalities 2. All employees that are affected being isolated. 3. Positive COVID-19 cases</p>	<p>Elimination-None Substitution- 1) Employees currently working from home. Engineering controls-None Administrative controls 1) Awareness conducted on COVID-19 protocol and precautions. - Instructions for anyone with COVID-19 symptoms to inform their line manager - Social distancing, all employees to ensure that they keep a distance of at least 2 meters apart when interacting with their fellow colleagues or other persons. - Employees are encouraged to report all social interactions that are not compliant to their BU COVID-19 Compliance Officers. - Social interactions which are not work related should be limited as far as possible. 2) Display signage at common areas. 3) Limit the number of employees at common areas. 4) Stringent Hygiene and Social Distancing Protocol in place. 5) Employees are encouraged to install the COVID-19 Power App/ Self-assessment on their phones. 6) Employees are currently working from home until further notice. Controls listed above will be applied upon return to work. 7) Identification and risk assessment for vulnerable employees, and fitness for duty to be confirmed by the medical centre. Personal protective equipment (PPE) 8) Use of appropriate PPE (employees to always have masks on and sanitise their hands).</p>	<p>5</p>	<p>C</p>	<p>8</p>	<p>Contractor</p>	<p>1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020</p>
<p>Face-to-Face Meetings</p>	<p>Coming into contact with infected persons, contaminated object or surfaces.</p>	<p>Contracting COVID-19 due to contact with contaminated surfaces and exposure to an infected person.</p>	<p>Health</p>	<p>1. Local transmission of the virus to exposed employees causing lost time or fatalities 2. All employees that are affected being isolated. 3. Positive COVID-19 cases</p>	<p>Elimination-None Substitution- 1) Virtual meetings where possible. Engineering controls-None Administrative controls 1) Awareness conducted on COVID-19 protocol and precautions. - Employees to wash hands with water and soap for at least 20 seconds frequently. - Social distancing to be maintained at all times. 2) Provision of water and soap at the office for washing of hands. 3) All persons to self-screen before entering the office/s. 4) Temperature screening conducted before entering office/s. 5) Signage indicating COVID-19 measures displayed. 6) Employees to work from home where possible. 7) Stringent Hygiene and Social Distancing Protocol in place. 8) Identification and risk assessment for vulnerable employees, and fitness for duty to be confirmed by the medical centre. Personal protective equipment (PPE) 12) Use of appropriate PPE (All meeting attendees to always have masks on and sanitise their hands).</p>	<p>5</p>	<p>C</p>	<p>8</p>	<p>Contractor</p>	<p>1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020</p>
<p>Working at Offices where there is no running water (temporarily)</p>	<p>Unavailability of running water.</p>	<p>1. Increased risk for contracting COVID-19</p>	<p>Health</p>	<p>1. Local transmission of the virus to exposed employees causing lost time or fatalities 2. All employees that are affected being isolated. 3. Positive COVID-19 cases</p>	<p>Elimination-None Substitution- 1) Employees currently working from home or alternative site. Engineering controls-None Administrative controls 1) Provision of potable water where possible. 2) Awareness on personal hygiene & COVID-19 measures. 3) Employees to follow the Employee right of refusal to work in unsafe situations. 4) Awareness conducted on COVID-19 protocol and precautions. 5. Identification and risk assessment for vulnerable employees, and fitness for duty to be confirmed by the medical centre. Personal protective equipment (PPE) 6) Use of sanitizer as a temporary measure.</p>	<p>5</p>	<p>B</p>	<p>8</p>	<p>Contractor</p>	<p>1. Occupational Health and Safety Act: Hazardous Biological Agents Regulations 2. Directive: Consolidated COVID-19 Direction on Occupational Health and Safety Measures in Certain Workplaces GNR 1031 of October 2020</p>

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Occupational Health and Safety Baseline risk assessment template										
Business/Operating unit:	Scope				Next Review Date (every 2 years)	96/52027	Template identifier:	240-7004989		
	Maintenance and minor project work for Eskom / NTCDA and Broadband Infraco optic fibre network on an as and when required basis for a period of three (3) years									
Date: 06/05/2025			Compiled by	Masego Mula Joe Mmalo	Authorised by:	Name: Alison Singh Designation: Contracts Manager Signed: Date:	Document identifier	559-61606409		
							Template Revision number:	5		
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Refer to Occupational Health and Safety Risk assessment procedure 32-520										
List activity	Hazard Identification	Associated risk	Risk type	What are the possible consequences?	Existing Controls	Consequence	Likelihood	Risk Priority Rating	Control Owner	Legal and Other Requirements
List specific activities to be performed taking into consideration the equipment to be used, the personnel involved in the task.	Anything with potential to cause of harm. Note: A hazard can pose more than one risk.	A chance that injury, ill health or damage could occur as a result of uncontrolled hazard.	Safety or health	Consider the worse case scenario without controls?	Proactive Controls (controls implemented to eliminate hazards or reduce the likelihood of the risk occurring), and Reactive Controls (controls implemented to reduce the immediate impact of the risk occurring) Elimination Substitution Engineering controls Administrative controls Personal protective equipment				Person allocated the responsibility for implementing the agreed controls	Where relevant, list the relevant legislative and or Eskom requirements that prescribe the control.
Poor Personal hygiene		Possible infections from bacterial infestation	Health	Possible Occupational illness Infections LTI Fatality	Elimination - Engineering controls were explored but not possible. Administrative - reporting to SHE rep or supervisor is in place. Awareness on good hygiene practices raised and displayed in the offices. Provision of soap and handtowels in the bathrooms, logging calls via help desk, cleaning roster placed at toilet facilities. PPE not applicable	5	B	I	Contractor	Refer to column A - hyperlink and BY-laws sheet. Facilities regulation SHE rep inspection form-240-16045274, Occupational Health & Safety risk assessment procedure 32-520.
Poor Ergonomics		Musculoskeletal disorders	Health	Wrist, back, legs, shoulders, muscle and joint strain LTI Musculoskeletal disorder	Elimination & engineering controls were explored but not possible. Substitution - Office occupants are provided with ergonomically designed chairs, employees allowed to take office chairs home. Administrative - Ergonomic surveys conducted, ergonomics awareness training, some issued with laptop stands, some issued with mouse pads with Gel to support the wrist. Medical Surveillance, health risk assessment conducted. PPE not applicable	4	C	II	Contractor	Refer to column A - hyperlink and BY-laws sheet. Ergonomics regulation, Occupational Health & Safety risk assessment procedure (32-520) SHEQ Policy, occupational hygiene standard
Use of Uml/ Bolders in the kitchens		Possible burns	Safety	Skin burns, LTI	Elimination & engineering controls, substitution were explored but not possible. Administrative - Warning signs placed next to each Uml to sensitise the user's to take precautions when using it. Awareness raised on safe use, SHE Rep inspections conducted and reporting of defects to ERE. PPE not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520) SHEQ Policy, SHE rep inspection form-240-16045274
Poor Hygiene		Possible exposure to communicable diseases	Health	Possible illness	Elimination & engineering controls, substitution were explored but not possible. Administrative - Monthly Health and Safety Inspections done on work areas including hygiene facilities by SHE Representatives. Deviations reported to facilities. Deviations reported to SHE Committee for tracking and closure, deviations reported to ERE. Employees allowed to work from home or other Eskom sites. Cleaning services has been sought.	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520) SHEQ Policy, SHE rep inspection form-240-16045274
Incorrect use of Staircases		Slip trips and falls	Safety	Possible Injury (Twisted ankle, broken limbs and other injuries) LTI	Elimination & engineering, substitution controls were explored but not possible. Administrative - Awareness raised on safe use of staircases when ascending or descending stairs. Signage placed next to staircases, BSO conducted, reporting any defects to ERE, SHE rep inspections PPE not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
Wet Floors		Slip trips and falls	Safety	Possible Injury (Twisted ankle, broken limbs and other injuries) LTI	Elimination & engineering, substitution controls were explored but not possible. Administrative - Warning signs/floor slippery when wet) available and used during floor cleaning. Reporting of unsafe conditions that may lead to slipping and falling. Regular inspection of workplaces done to identify conditions which have a potential to cause falling PPE not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
Uneven Floor		Slip trips and falls	Safety	Possible Injury (Twisted ankle, broken limbs and other injuries) LTI	Elimination & engineering, substitution controls were explored but not possible. Administrative - Warning signs(uneven surfaces) available Awareness raised on wearing of correct shoes. Reporting of unsafe conditions that may lead to slipping and falling. Regular inspection of workplaces done to identify conditions which have a potential to cause falling PPE not applicable	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
Poor Housekeeping		Fire	Safety	Injuries(FA, MLTI & Fatalities)	Elimination & substitution were explored but not possible. Engineering controls- Proper Storage areas Available Administrative - SHE Representative inspections, VFL Monthly fire equipment inspections, Emergency preparedness plan & emergency team appointed PPE not applicable	5	B	I	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520, SHE REP Forms
		Slips, trips and falls	Safety	Injuries(FA, MLTI)	Elimination & substitution were explored but not possible. Engineering controls- Proper Storage areas Available Administrative - SHE Inspections conducted, restrict access(eg HCA storage), emergency preparedness procedure, contingency plan, awareness on good house keeping PPE not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520, SHE REP Forms
Poor Ventilation		Impact on health Acute Respiratory infections/ Sick building syndrome/ Acute or chronic health effects	Health	Occupational diseases (possible Legionella), Temporary respiratory discomfort case, medical treatment case (allergies), headaches, fatigue, shortness of breath, sick building syndromes, sinus congestion, coughing, sneezing, dry eyes, nose and throat irritation, dizziness, rashes, skin irritation, colds & flu, nausea and possible aggravation of symptoms for people with asthma and allergies	Elimination, substitution & engineering controls, were explored but not possible. Administrative - Hygiene surveys conducted periodically, Breakdown maintenance conducted by facilities on the Aircon system. Periodic medical surveillance conducted. She rep inspections conducted at required intervals PPE not applicable	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520
Poor Illumination		Poor visibility which may cause eye strain/ Eye sight deterioration	Health	Occupational diseases(Damage to the eyes- long term) Visual discomfort Headaches and astroboscopic effects (optical illusions) particularly in sensitive individuals	Elimination, substitution & engineering, controls were explored but not possible. Administrative - Hygiene surveys conducted periodically, Breakdown maintenance conducted by facilities on fused lights as per reporting of defects. SHE inspection conducted and defects reported to facilities (Help desk), Building inspection done by ERE. Periodic medical surveillance conducted. Renewal/ hygiene surveys (Some conducted) PPE not applicable	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 3-520
		Slips, Trips and Falls	Safety	Injuries (FA,MLTI)	Elimination, substitution & engineering, controls were explored but not possible. Administrative - Hygiene surveys conducted periodically, Breakdown maintenance conducted by facilities on fused lights as per reporting of defects. SHE inspection conducted and defects reported to facilities (Help desk), Building inspection done by ERE. Periodic medical surveillance conducted. Renewal/ hygiene surveys (Some conducted) Awareness raised on the importance of Accident reporting, investigation and implement investigation recommendations PPE not applicable	3	C	I	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520
Improper handling of Hot food and drinks		Possible Skin burns	Safety	Skin Burns (FA,MLTI)	Elimination, substitution & engineering controls were explored but not possible. Administrative - Warning signs placed next to hydroblis PPE not applicable	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520

Being Admin work (Office facilities, kitchen, & services)

	Incorrect use of microwave oven	Possible eye & skin burns	Safety	Skin Burns (FAM/ILT) and eye injuries	Elimination, substitution & engineering, controls were explored but not possible. Administrative: Reporting defects to ERE (Help desk) PPE not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520
	Improper use of a Stove	Possible burns	Safety	Possible injury or fatality	Elimination, substitution & engineering, controls were explored but not possible. Administrative: Protection system, restrict access, emergency preparedness procedure, contingency plan, awareness PPE not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), 240-92065235, ISO 45001
	Improper handling of Boiling water filters	Possible burns	Safety	Possible injury	Elimination, substitution & engineering, controls were explored but not possible. Administrative: Awareness to sensitise the user's to take precautions when using hydrotools PPE not applicable	2	A	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
		Possible inhalation of particulate from cartridge/ Toner	Health	Cataracts (irreversible health effect / occupational disease with permanent health effect)	Elimination, substitution & engineering, controls were explored but not possible. Administrative: Awareness to sensitise the user's to take precautions when toners or cartridges are replaced PPE not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
	Improper utilization of photocopying machine (printing, faxing and scanning of document)	Possible Papercut	Safety	Injury (first-aid treatment case)	Elimination, substitution & engineering, controls were explored but not possible. Awareness to sensitise the user's to take precautions PPE - Those working with papers extensively use appropriate gloves	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
			Safety	Damage to the Iris, pain or blurry vision	Elimination, substitution & engineering controls were explored but not possible. Administrative - applicable 1. Printing and scanning duration reduced by some initiatives such as electronic signatures, Storage of document being electronic etc. 2. Awareness through posting of safe use of photocopy machines. 3. PPE - not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520
		laser light effect on the eye(Ocular damage)								
	Exposure to communicable diseases	Possibility of contracting diseases through contact with toilet seats, such as E.coli, Gastrointestinal viruses	Health	Possible illness	Elimination, substitution & engineering controls were explored but not possible. Administrative: Provision of sanitary facilities, practicing of proper Hygiene and washing of Hands, Use of Sanitiser (70% Alcohol) PPE -not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
	Improper Shredding of paper	Entanglement which may lead to suffocation	Safety	Possible Injury, Fatality	Elimination, substitution & engineering controls were explored but not possible. Administrative - applicable: Safety messages placed near the shredder. Shredders fitted with stop start button PPE - not applicable	5	A	I	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520
		Possible structure collapse	Safety	Injuries and Fatalities	Facilities Planned maintenance (Aircon, Lights, Fire Equipment and lifts), SHE Resp Inspection	5	C	I	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520) Building Regulations,
	Working in the Old building	Allergy-like symptoms, breathing difficulties, chest pain, headache	Health	Sick Building Syndrome.	Facilities Planned maintenance (Aircon,) Medical Surveillance, Occupational Hygiene Surveys.	3	C	I	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520) Building Regulations,
	Faulty electrical and network wall points covers	Electrocution/ Electrical Shock, Fire	Safety	Minor electrical shock, burns	Elimination & engineering, substitution controls were explored but not possible. Administrative - Applicable SHE inspections conducted at required intervals; 2. Awareness training on basic office safety raised; 3. Defects reported to landlord (ERE) (Help Desk) 5) PPE - not applicable	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Electrical Regulation SHEQ Policy, Occupational Health & Safety risk assessment procedure (32-520)
		Caught in between the doors which may cause bruises in part of the body in contact	Safety	Bruises, fractures, and sprains	Elimination, substitution & engineering controls were explored but not possible. Administrative - is applicable - 1. Sensors on the lift installed to detect motion and weight capacity 2. Warning signs displayed to make people aware of how to use lifts safely 3. lift defects reported to ERE (Help Desk) 4. Emergency button and contact details installed in the lift 5. Maintenance Schedule and records for the lifts from ERE are available PPE - not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Lifts & conveyor regulation. SHEQ Policy, Risk assessment procedure 32-520
	Poorly Maintained old lifts	Stuck in the lift which may cause stress, claustrophobia	Health	Acute Stress, Possible loss of consciousness	Elimination, substitution & engineering, controls were explored but not possible. Administrative: 1. Warning signs displayed to make people aware of how to use lifts safely 2. lift defects reported to ERE (Help Desk) 3. Emergency button and contact details installed in the lift 4. Maintenance Schedule and records for the lifts from ERE are available PPE not possible	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Lifts & conveyor regulation. SHEQ Policy, Risk assessment procedure 32-520
	The exposure to the fumes from various cleaning agents (Detergents) used by the ERE Cleaning Contractors Improper use of cleaning material	Irritation of nose, eyes, respiratory system, skin irritation	Health	Irritation & Severe pain in the throat, Severe pain or burning in the nose, eyes, ears, lips, or tongue. Breathing difficulty, Throat swelling, loss of voice	Elimination & engineering controls were explored but not possible. Substitution - Use of less hazardous or odourless detergents Administrative - applicable 1) Safety Data Sheets for all the cleaning substances used for the office space are available. 3) Basic awareness on exposure to hazardous chemicals substances(2) Awareness raised to encouraging employees that are needing to the cleaning substances to take air breaks outside the building while cleaning takes place.) 5. PPE - not applicable	2	C	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520)
	Working in close proximity to co-workers who may have infectious or communicable diseases	Exposure to Hazardous Biological Agents while applying First Aid(Occupational health nurses)	Health	Contact with contaminated body fluids Possibility of contracting communicable diseases such as resistant TB, HIV, swine flu, COVID 19 etc.	Elimination, substitution & engineering, controls were explored but not possible. Administrative: Medical clinic on site, General Health awareness conducted on specific health days, Encourage COVID 19 vaccination for first aiders, Medical waste is disposed off properly. PPE not applicable	2	A	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
	Exposure to airborne diseases	Possibility of contracting diseases through contact, As indicated by the national institute of communicable diseases, (Epidemics & pandemics)	Health	Possible illness, or Fatality	Elimination, substitution & engineering controls were explored but not possible. Administrative: Raising awareness in hand Hygiene, Availability of facilities for hand washing and for drying of hands, ensure good ventilation. Educating employees on the disease and the mode of spread PPE -Not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet. Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
	exposure to glare from the computer monitor for prolonged periods	Eye Strain Damage to the optical nerve	Health	Eye Problem - Itchy Tearing eyes, headaches The presence of glare may lead to discomfort and impairment of vision	Elimination, substitution & engineering controls, were explored but not possible. Administrative - Employees using laptops that have built in screen to adjust brightness. Eye testing done as part of the fitness for Duty which is compulsory for all employees Employees trained on Ergonomics (glare associated with glare reflection on their computer screens) PPE not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Occupational Health & Safety risk assessment procedure (32-520)
	Working on a computer	Sight Deterioration	Health	Visual impairment	Elimination, substitution & engineering controls were explored but not possible. Administrative - Employees trained on Ergonomics (taking breaks at intervals) Periodic medical surveillance conducted (Eye tests) PPE not applicable	3	D	I	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520

	Excessive use of computers	1) Body Pains 2) Carpal Tunnel Syndrome (Damage to nerves in wrist) and back and neck aches	Health	Back aches / pains and damage to the nerves in wrists	Elimination, substitution & engineering controls were explored but not possible. Administrative - Employees trained on Ergonomics (taking breaks at intervals) Periodic medical surveillance conducted (Eye tests) PPE - not applicable	3	D	II	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 3-520, 240 - 75567900 Manual for Internal Quality Assurance Management of the Eskom Occupational Hygiene Approved Inspection Authority, 32-520
Working in a server room	Noise from equipment and machinery	Hearing impairment	Health	Possible noise induced hearing loss	Elimination, substitution & engineering controls were explored but not possible. Administrative - Noise surveys done, Awareness on noise provided to employees PPE - Ear protection provided for employees	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, Occupational Health & Safety risk assessment procedure (32-520), 32-520, ISO 45001
	Exposure to inhalation of fumes (battery rooms, generator etc.)	Irritation of the respiratory system	Health	Possible Lung infection, injury,	Elimination, substitution & engineering controls were explored but not possible. Administrative - Awareness raised on the correct use of PPE when handling HCS. PPE - Correct PPE issued to relevant employees	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, Occupational Health & Safety risk assessment procedure (32-520), 32-520, ISO 45001
	Poor illumination	Poor visibility which may cause straining of the eyes	Safety	Possible minor or major injury	Elimination, substitution & engineering controls were explored but not possible. Administrative - Proper Storage areas Available, SHE inspections conducted, restrict access, emergency preparedness procedure, contingency plan, awareness PPE - Not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, Occupational Health & Safety risk assessment procedure (32-520) Stacking Inspection form (240-166003818), ISO 45001
		Slips, Trips and Falls	Safety	Injuries (FA,MLTI)	Elimination, substitution & engineering controls were explored but not possible. Administrative - Hygiene surveys conducted periodically, Breakdown maintenance conducted by facilities on fused lights as per reporting of defects, SHE inspection conducted and defects reported to facilities (help desk), Building inspection done by ERE, Periodic medical surveillance conducted, Renewal hygiene surveys (Some conducted) Awareness raised on the importance of Accident reporting, investigation and implement investigation recommendations PPE not applicable	3	C	II	Contractor	Refer to column A - hyperlink and BY-laws sheet. SHEQ Policy, Risk assessment procedure 32-520
Working in a storage area		Possible fire	Safety	Possible minor or major injury	Elimination, substitution & engineering controls were explored but not possible. Administrative - Proper Storage areas Available, SHE inspections conducted, restrict access, emergency preparedness procedure, contingency plan, awareness PPE not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, Occupational Health & Safety risk assessment procedure (32-520) Stacking Inspection form (240-166003818), ISO 45001
		Slip trips and falls	Safety	Possible minor or major injury	Elimination, substitution & engineering controls were explored but not possible. Administrative - Proper Storage areas Available, SHE inspections conducted, restrict access, emergency preparedness procedure, contingency plan, awareness PPE not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, Environmental Regulations for workplaces, 240-166003818, ISO 45001
		Falling boxes and equipment which may cause injury	Safety	Possible minor or major injury	Elimination, substitution & engineering controls were explored but not possible. Administrative - Awareness raised on good housekeeping practices PPE not applicable	2	A	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, Regulations (1-5), 240-166003818 Stacking Inspection Checklist, ISO 45001
	Incorrect Storage and Stacking									
	Incorrect handling of material (Manual Handling)	Possible body strain leading to musculoskeletal disorder	Safety	Possible minor or major injury	Elimination, substitution & engineering controls were explored but not possible. Administrative - Awareness raised on ergonomics, Continuous risk assessment conducted for specific task, Occupational Health Risk Assessment conducted PPE not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, Manual Handling Guideline (240-112913285) Occupations Health & Safety risk assessment procedure (32-520), ISO 45001
Walking or driving around the office	Panels falling from roof around the building	Panels falling on an individual and causing harm	Safety	Possible minor or major injury or fatality	Elimination, substitution controls were explored but not possible. Engineering controls - The Panels have been reinstated through Eskom Real Estate PPE not applicable	2	A	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, 32-520 Incident Management Procedure, Occupational Health & Safety risk
	Bad driving in the complex	Possible Collision and injury to drivers, passengers or pedestrians	Safety	Possible minor or major injury	Elimination, substitution & engineering controls were explored but not possible. Administrative - Safe Driver Awareness raised continuously, Induction conducted to employees and contractors, Random observations done during vehicle safety awareness PPE not applicable	2	B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, 32-520 Incident Management Procedure, Occupational Health & Safety risk
	Jay walking	Possible Collision and injury to drivers, passengers or pedestrians	Safety	MVA, fatality	Elimination, Substitution not possible. - not possible Engineering controls - construction of speed humps and traffic signs and road markings Administrative - Speed monitoring, awareness training on the dangers of jay walking / that of the vehicle safety campaign, Induction of employees, contractor and visitors	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, 32-520, vehicle and driver safety management procedure 240-62946386
	Public protests/unrests	Trespassing, Theft, Vandalism, and injury	Safety	Possible injury or Damage to property	1) - Elimination - not possible 2) Substitution - not possible 3) Engineering - not possible 4) Administrative - is applicable - Sensitize employees if there are any protests, Move employees to an alternative site, Inform employees to work from home where possible, Sensitize employees to alternative routes When travelling to an irregular place of work, employees to consult with their host, for possible risks on the way to the destination. PPE not applicable	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, OHS Act, Act 85 of 1993 (85 of 1993), Eskom SHEQ policy 32-727 OHS Baseline Risk Assessment 32-520 - Eskom Vehicle Safety and Driver Management procedure 240-62946386, Eskom Vehicle Safety,
	Situated near the lake during unexpected heavy rains- Touch base with Sis Wenzile	Possible flooding during heavy rains	Safety	Possible minor or major injury or fatality	Elimination, substitution & engineering controls were explored but not possible. Administrative - Implementation (Testing) and adherence to the Emergency Preparedness Plan PPE - not applicable	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, Environmental Regulations for Workplaces R 6, Emergency preparedness procedure 32-520, ISO 45001
	Working in the vicinity near the petrol stations	Possible explosion and fire which may cause injuries	Safety	Possible minor or major injury or fatality	Elimination, substitution & engineering controls were explored but not possible. Administrative - Implementation (Testing) and adherence to the Emergency Preparedness Plan, EP Risk Assessment conducted, Fire risk assessment PPE - not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, Environmental Regulations for Workplaces R 9(1&2), Emergency preparedness procedure 32-123, Occupational Health & Safety risk assessment procedure (32-520), ISO 45001
	Situated in a complex which is in close radius to areas where there were mining activities	Possible occurrence of Earth tremors which may escalate to Earthquakes	Safety	Possible minor or major injury or fatality	Elimination, substitution & engineering controls were explored but not possible. Administrative - Implementation (Testing) and adherence to the Emergency Preparedness Plan PPE - not applicable	4	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, 32-123, Emergency preparedness procedure 240-62956236, Occupational Health & Safety risk assessment procedure (32-520) ISO 45001
	Situated in a complex which contains a Helicopter landing pad/ship (Helicopter/Aircraft flying over Simmerpan complex)	Helicopter or aircraft crashing which may result in injuries and property damage	Safety	Possible minor or major injury or fatality	Elimination, substitution & engineering controls were explored but not possible. Administrative - Implementation (Testing) and adherence to the Emergency Preparedness Plan, Aviation authorities declared Simmerpan as a no fly zone, ignoring this declaration will cause the risk. PPE - not applicable	3	B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, 32-123, Emergency preparedness procedure 240-62956236, ISO 45001
	Situated in a complex Located at a close proximity to a gas production company	Possible Explosion of flammable acetylene, Ammonium nitrate, rupture of tank, pipes and cylinders	Safety	Possible minor or major injury or fatality	Elimination, substitution & engineering controls were explored but not possible. Administrative - Implementation (Testing) and adherence to the Emergency Preparedness Plan, EP Risk Assessment conducted, Simmerpan excluded from the radius as set out in the MHI report for Alfox PPE - Not applicable	3 4	B B	III III	Contractor	Refer to column A - hyperlink and BY-laws sheet, 32-123, Emergency preparedness procedure 240-62956236, ISO 45001 Refer to column A - hyperlink and BY-laws sheet, 32-123, Emergency preparedness procedure 240-62956236, ISO 45001

Occupational Health and Safety Baseline risk assessment template											
Business/Operating unit:	Telecommunications	Scope: Maintenance and minor project work for Eskom / NTC-DA and Broadband InfraCo optic fibre network on an as and when required basis for a period of three (3) years				Next Review Date (every 2 years):	06/05/2027	Template identifier:	240-7004599		
Date: 06/05/2025			Complied by: Masego Maba Joe Mmalo	Authorised by: Name: Alison Singh Designation: Contracts Manager Signed: _____ Date: _____	Document Identifier: 559-61606409	Template Revision number: 5	Template Revision date: 30-Apr-25	Document Rev Number: 1			
Refer to Occupational Health and Safety Risk assessment procedure 32-520											
List activity	Hazard Identification	Associated risk	Risk type	What are the possible consequences?	Existing Controls	Consequence		Likelihood	Risk Priority Rating	Control Owner	Legal and Other Requirements
List specific activities to be performed taking into consideration the equipment to be used, the personnel involved in the task.	Anything with potential to cause of harm. Note: A hazard can pose more than one risk.	A chance that injury, ill health or damage could occur as a result of uncontrolled hazard.	Safety or health	Consider the worse case scenario without controls?	Include: Preventative Controls (controls implemented to eliminate hazards or reduce the likelihood of the risk occurring); and Residual Controls (controls implemented to reduce the immediate impact of the risk occurring) Elimination Substitution Engineering controls					Person allocated the responsibility for implementing the agreed controls.	Where relevant, list the relevant legislative and/or Eskom assessments that prescribe the control.
Traveling By Road	Fatigue (Mind & body exhaustion)	Attention distracted, loss of concentration (Falling asleep while driving) which may lead to a motor vehicle accident	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: - Safety Awareness on fatigue Management, Availability, implementation and monitoring of adherence to the travelling Procedure 240-62546386, MVA reporting done monthly PPE not applicable	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Fatigue Work Instruction 240-105602136, Safe Travelling Procedure 240-62546386; Risk Assessment Procedure 32-520) Task Specific Risk Assessment procedure
	Poorly maintained vehicle	Mechanical failure which may lead to an accident	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: Vehicle planned maintenance, pre-trip inspection/Vehicle & driver safety awareness conducted PPE not applicable	2	A	2A	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Safe travelling procedure 240-62546386; Risk Assessment Procedure 32-520) Task Specific Risk Assessment (ETFM/289/240-134630632) ISO 45001
	Wildstray animals	Hitting a straying animal which may lead to accidents	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: Defensive driving done, Vehicle & driver awareness conducted PPE not applicable	2	A	2A	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Risk Assessment procedure 32-520), Task Specific Risk Assessment (ETFM/289/240-134630632), ISO 45001
	Over speeding	Collision, losing control of the vehicle, unable to stop in time which may lead to MVA's	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: OBC installed in Pool Vehicles, Vehicle & driver awareness conducted, consequence management PPE not applicable	5	B	5B	I	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Aarto, Travelling Procedure 240-62546386; Risk Assessment procedure 32-520), Task Specific
	Driving below the recommended speed limit under normal circumstances	Cause disruption to the traffic leading to accidents	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: 1. vehicle & driver safety awareness, 2. Pre and post inspections conducted 3. Pre planning conducted (Travel Route Risk Assessment) 4. ISO conducted PPE: Not applicable	4	B	4B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Risk Assessment Procedure 32-520), NRTA, Travelling procedure 240-
	Exposure to Hijacking/ robbery	Possible assault, rape, stress, trauma, being shot at, hijacking, mugged, kidnapping	Safety	Vehicle being taken, Possible injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: Risk Assessment done for every task, Training on advanced and Defensive driving, Awareness on Hijacking, PPE: Not applicable	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, Risk Assessment Procedure 32-520), ISO 45001
	Driving on poor road conditions	Possible puncture or damage to the vehicle tyre which may lead to an MVA	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: vehicle & driver safety awareness, training on advance driving, 4x4 training for specific employees PPE: Not applicable	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, Risk Assessment Procedure 32-520), Safe travelling procedure 240-62546386; ISO 45001
	Driving in a 4x4 Terrain without appropriate competence	The vehicle may capsize and roll which may lead to injuries or damage to the vehicle	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: 4x4 training by employees using 4x4, driver awareness, availability of suitable type of vehicle, permit issued on 4x4 driving, Flash reports for incidents shared through ET communications PPE: Not applicable	2	B	2B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, Risk Assessment Procedure 32-520), Safe travelling procedure 240-62546386; ISO 45001
	Driving a vehicles which is not suitable for 4x4 terrain	The vehicle may capsize and roll which may lead to injuries or damage to the vehicle	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: 1. vehicle & driver safety awareness, 2. Pre planning conducted (Travel Route Risk Assessment) 3. Tool box talks PPE: Not applicable	4	B	4B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, 32-520, NRTA, Travelling procedure 240-62546386
	Adverse weather conditions (Heavy rain, hail storm, heavy winds, snow)	Poor visibility which may lead to a motor vehicle accident	Health	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: Implementation and monitoring adherence to Procedures prohibiting work in bad weather condition (travelling Procedure, Safe travelling procedure 240-62546386) Substitution, Engineering controls not possible Administrative: Vehicle & driver safety awareness, Awareness on limiting working only to extreme cases, defensive driving course, PPE: Not applicable	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, Risk Assessment Procedure 32-520), Safe travelling procedure 240-62546386; ISO 45001
	Poorly Maintained Gravel Road	Vehicle slipping and capsizing leading to an MVA	Safety	MVA which may lead to injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: Advanced driver training, vehicle & driver safety awareness, availability and implementation of a Safe offroad work instruction(240-112913045) used to manage driving, Incident Monitoring PPE: Not applicable	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, Risk Assessment Procedure 32-520), Safe travelling procedure 240-62546386, Safe Off-road (240-112913045); ISO 45001
	Pedestrians crossing the road which is not demarcated for crossing	accident involving pedestrians or members of the public	Safety	MVA which may lead to injury or fatality including Public	Elimination, substitution, Engineering controls not possible Administrative: Defensive driving, vehicle & driver safety awareness, Awareness on safe driving/put headlights on, limit right time driving) PPE: Not applicable	2	B	2B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Risk Assessment Procedure 32-520), Safe travelling procedure 240-62546386; ISO 45001
	Driving alongside negligent road users	vehicle collisions leading to injuries	Safety	possible motor vehicle pile-up (MVA) which may lead to injury or fatality including Public	Elimination, substitution, Engineering controls not possible Administrative: Continuous risk assessment, vehicle & driver safety awareness/Road rage, avoiding reckless drivers, Giving way irrespective of being right) PPE: Not applicable	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Safe travelling procedure 240-62546386; ISO 45001
	Unsafe driving	causing an accident (Collision, losing control of vehicle)	Safety	possible motor vehicle pile-up (MVA) which may lead to injury or fatality including Public	Elimination, substitution, Engineering controls not possible Administrative: vehicle & driver Safety Awareness raised e.g dangers of using means of communication while driving, Pool Vehicle Management through Introduction of OBC's, driver training & awareness, Consequence Management	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Aarto, Risk Assessment Procedure 32-520), Safe travelling procedure 240-
	Night driving	Poor visibility (Night Blindness) which may lead to an accident (Collision, hitting pedestrians, hitting straying animals etc.)	Safety	MVA which may lead to injury or fatality including Public	Elimination, substitution, Engineering controls not possible Administrative: Awareness on dangers of driving at night, Risk assessment, Not travelling alone PPE: Not applicable	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Risk Assessment Procedure 32-520), Safe travelling procedure 240-62546386; ISO 45001
	Unroadworthy vehicle	Vehicle Breakdown or parts failure which may lead to MVA	Safety	MVA which may lead to injury or fatality including Public	Elimination, substitution, Engineering controls not possible Administrative: Pre-trip inspection, vehicle service, Safe vehicle safety specification (Eskom Vehicle Safety Specification 32-345) PPE: Not applicable Elimination, substitution, Engineering controls not possible	3	B	3B	III	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Risk Assessment Procedure 32-520), line 54 10, Procedure 32-95, ISO 45001
	Road Works area not demarcated well	Accident due to roadworks not visible	Safety	MVA which may lead to injury or fatality including Public	Administrative: Training Defensive driving, Safe driver awareness(obeying traffic rules, Report road works in toolbox talk), Awareness and implementation of Safe travelling procedure PPE: Not applicable	2	B	2B	IV	Contractor	Refer to column A - hyperlink and BY-laws sheet, NRTA, Risk Assessment Procedure 32-520), Safe travelling procedure 240-

	Exposure to Repetitive/Mechanical Forces	Possible: wrenching, blow and strain	Safety	Possible: wrenching, blow and strain which may lead to Occupational Injuries or fatality	3	B	3B	III	Contractor	Refer to column A - hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); Emergency Plan in case of fire (2-500); Safety signs (2-1028/83-502); ISO 45001
Monitoring, Installation of an Electric Fence and Electric Electrical Fence	Exposure to an electric fence	Electric shock or Electric Shock	Safety	Possible: employees or Public injury	2	A	2A	IV	Contractor	hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); The Emergency Plan in case of fire (2-500); Safety signs (2-1028/83-502); ISO 45001
	Exposure to Dust (Particulate Matter, Cement Dust)	Inhalation of particulate matter or coal dust	Health	Possible lung infection	2	B	2B	IV	Contractor	hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); Construction Safety signs (2-1028/83-502); Contractor Management & Standard (2-726); ISO 45001
	Exposure to Excessive Noise	Sound Contact (vibration)	Health	Skin Damage	2	B	2B	IV	Contractor	hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); Contractor Management & Standard (2-726); ISO 45001
	Exposure to Damages to the ears	Damages to the ears	Health	Noise induced Hearing Loss	3	B	3B	III	Contractor	hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); Contractor Management & Standard (2-726); ISO 45001
	Use of non Compliant Cranes	Possible: disintegration of the crane	Safety	Possible injury /fatality	4	B	4B	III	Contractor	Refer to column A - hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); Regulations 22 (Particulars of the crane) 9141; ISO 45001
	Conditions leading to Slips, trips and falls	Possible: slipping and falling leading to incidents	Safety	Possible injury	4	A	4A	III	Contractor	Refer to column A - hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); CR R.27. Housekeeping on construction site, ISO 45001
	Scaffolding that is not compliant	Possible: falling from scaffolding collapse which may lead to an incident	Safety	Possible injury	4	A	4A	III	Contractor	hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); CR Scaffolding, Contract & contractor management standard (2-726); ISO 45001
	Work done at elevated position with no compliance to the work at height requirements	Possible: falling which may lead to incidents	Safety	Possible injury	4	B	4B	III	Contractor	Refer to column A - hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); CR 726; 3.10.10.2.2.2. ISO 45001
	Incorrect containment/storing of Loose objects	Being struck by falling objects	Safety	Possible minor or major injury or fatality	4	B	4B	III	Contractor	hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); 3.10.10.2.2.2. ISO 45001
	Observing incorrect usage of moving machinery/ use of non compliant machinery	Being caught, cut or crushed by the machine	Safety	Possible injury, possible damage to property	3	B	3B	III	Contractor	hyperlink and B7 - laws sheet, Risk Assessment Procedure (2-500); 3.10.10.2.2.2. ISO 45001

Handling of HCS Conducting Emergency Response	observing and allowing incompetence in Handling of HCS (Fuel, Batteries & Herbicides)	Possible inhalation of HCS fumes	Health	Occupational Illness (Respiratory Infection)	Elimination, substitution, Engineering controls not possible Administrative: Training on Handling of hazardous Chemical Substances conducted. Training analyses on relevant training materials conducted. PPE Inspection conducted in place PPE: Respirators provided to relevant employees	3	A	3A	IV	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), HCAR 3 (1-400), Occupational Hygiene Program (246-1026011), ISO 45001
	Improper fuel storage	Possible fire due to chemical reaction	Safety	Possible injury or fatality	Elimination, substitution, Engineering controls not possible Administrative: Training provided on handling of hazardous Substances. Proper storage provided when fuel is stored. Inventory of HCA in place. SDS used to follow storage requirements PPE: Respirators provided to relevant employees	2	A	2A	IV	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), HCAR 3 (1-400), Occupational Hygiene Program (246-1026011), ISO 45001
	Exposure to inhalation of fumes	Inhalation of fumes	Health	Possible Lung infection, injury.	Elimination, substitution, Engineering controls not possible Administrative: Correct PPE issued to relevant employees. Awareness raised on the correct use when handling HCS. PPE: Respirators provided to relevant employees	2	B	2B	IV	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), CHART 11 (1-6) Personal Protective Equipment and facilities & Regulation 6 (e.g) Handling of hazardous Substances (HCS), ISO 45001
	Not having system in place to prevent fire	Possible Burns, smoke inhalation asphyxiation	Safety	injury, property damage	Elimination, substitution, Engineering controls not possible Administrative: Emergency preparedness, periodic awareness, fire maintenance & emergency preparedness drills PPE: Escape routes tested for relevant employees. Monthly	3	C	3C	II	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), Emergency
Conducting Emergency Response	Natural disaster - Flooding	Flooding of area, earth-banked bridge damaged, vehicle washed away, drowning	Safety	Minor/Major injuries, Fatalities	Elimination, substitution, Engineering controls not possible Administrative: Awareness on driving on low lying bridges has been raised. Implementation (Testing) and adherence to the Emergency Preparedness Plan PPE: Not applicable	3	C	3C	II	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), CHART 11 (1-6) Personal Protective Equipment and facilities & Regulation 6 (e.g) Handling of hazardous Substances (HCS), ISO 45001
	Working in an unfavorable weather condition - Wind	Being swept over by wind leading to incidents	Safety	Property damage or injury	Elimination, substitution, Engineering controls not possible Administrative: Awareness raised regarding the dangers of working in unfavorable weather condition, risk assessment conducted, buddy system (Communicating if the are bad weather conditions for the benefit of others PPE: Not applicable	3	C	3C	II	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), CHART 11 (1-6) Personal Protective Equipment and facilities & Regulation 6 (e.g) Handling of hazardous Substances (HCS), ISO 45001
	Working in an unfavorable weather condition - Ice, snow	Vehicle sliding, slipping while walking	Safety	Property damage or injury	Elimination, substitution, Engineering controls not possible Administrative: Awareness raised regarding the dangers of working in unfavorable weather condition, risk assessment conducted, buddy system (Communicating if the are bad weather conditions for the benefit of others PPE: Not applicable	2	C	2C	III	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), CHART 11 (1-6) Personal Protective Equipment and facilities & Regulation 6 (e.g) Handling of hazardous Substances (HCS), ISO 45001
	Poor Ergonomics	Possible body strain and twisting, back injuries.	Health	Occupational Disease- Musculoskeletal disorders	Elimination, substitution, Engineering controls not possible Administrative: Awareness raised on ergonomics. Continuous risk assessment conducted for specific tasks. Occupational Health Risk Assessment conducted PPE: Not Possible	3	B	3B	III	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), 32- Occupational Hygiene Programme (246-1026011), ISO 45001
	Poor lighting	Poor visibility which may cause straining of the eyes	Safety	Occupational diseases (Damage to the eyes- long term)	Elimination, substitution, Engineering controls not possible Administrative: Hygiene surveys conducted periodically. Breakdown maintenance conducted by facilities on fused lights as per reporting of defects. S/E inspection conducted on all the facilities PPE: Not possible	2	A	2A	IV	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), CHART 11 (1-6) Personal Protective Equipment and facilities & Regulation 6 (e.g) Handling of hazardous Substances (HCS), ISO 45001
	Poor Ventilation	No fire circulation of clean air	Health	Occupational diseases (possible Legionella)	Elimination, substitution, Engineering controls not possible Administrative: Hygiene surveys conducted periodically. Breakdown maintenance conducted by facilities on the Alcon system PPE: Not possible	2	B	2B	IV	Contractor	Refer to column A- Hyperlink and B7/ave sheet: Risk Assessment Procedure(2-500), CHART 11 (1-6) Personal Protective Equipment and facilities & Regulation 6 (e.g) Handling of hazardous Substances (HCS), ISO 45001

Consequence criteria

Consequence rating	Description
	Health and Safety
1	No injuries or health effects(near misses)
2	First-aid treatment case, and temporary discomfort case
3	Medical treatment case; occupational disease with reversible/non-permanent effect
4	Lost Time Injury, Irreversible health effects/occupational disease with permanent consequence
5	Fatality or life threatening health effects
6	Multiple fatalities

RISK CONTROL EFFECTIVENESS GUIDE

RCE	Guide
Fully effective	Nothing more to be done except review and monitor the existing controls. Controls are well designed for the risk, are largely preventive and address the root causes. Management believes that they are effective and reliable at all times. Reactive controls
Mostly effective	Most controls are designed correctly and are in place and effective. Some more work to be done to improve operating effectiveness or management has doubts about operational effectiveness and reliability of the controls.
Mostly ineffective	While the design of controls may be largely correct in that they treat most of the root causes of the risk, they are not currently operationally very effective. There may be an over-reliance on reactive controls, or some of the controls do not seem correctly.
None	Virtually no credible control. Management has no confidence that any degree of control is being achieved.

Score	Descriptor	Safety	Occupational hygiene
			Exposure Probability of exceeding
A	Highly unlikely	<ul style="list-style-type: none">More than a "100 year event"Exceptionally unlikely, even in the< 5% probability.	No exposure (or exposure < 10% of OEL)
B	Unlikely	<ul style="list-style-type: none">Could occur in "years to decades"May occur but not anticipated≥ 5% and < 20% probability.	Short periods of time, a few times per day/intermittent (once in six months, or three months, or
C	Possible	<ul style="list-style-type: none">Could occur within "months to years"May occur shortly but a distinct probability it will not, or ≥ 20% and < 70% probability.	Moderate exposure (chronic) for between one and two hours (often weekly) of OEL or acute exposure ≥ OEL
D	Likely	<ul style="list-style-type: none">Could occur within "weeks to months"Balance of probability will occur≥ 70% and < 90% probability.	High exposure (chronic) for exposure > OEL, or exposure exceeding OEL-STEL
E	Unavoidable	<ul style="list-style-type: none">Could occur within "days to weeks"Impact is imminent≥ 90% probability.	Very high exposure (chronic) for exposure > 2 x OEL or exposure exceeding OEL-

RISK MATRIX					
Consequences	6	I	I	I	I
	5	II	II	II	I
	4	III	III	II	I
	3	IV	III	II	I
	2	IV	IV	III	II
	1	IV	IV	III	III
		A	B	C	D
		Likelihood			