

	Scope Of Work	Bulk Material Services
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Title: Capex - Procurement of modular buildings and facilities for ERI – BMS sites at various power stations and head office.	Document Identifier:
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Functional Area: **Bulk Material Services-
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[Redacted]

[Redacted]

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WORKS INFORMATION

The *works* consists of supply and assembly of modular buildings and facilities for ERI – BMS sites at various power stations and head office.

WORKS INFORMATION

EMPLOYER'S OBJECTIVE:

The Employer's objectives are to:

- Obtain a Contractor to supply modular buildings and facilities to ERI on BMS sites at various stations and head office.
 - Control the risks associated with the supply and assembly of modular buildings and facilities at various.
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Section 1: Description of the works

Eskom Rotek Industries Bulk Material Service provides various operations on various Eskom Power Stations. The operation is on a twenty-four hour per day, seven days per week basis, thereby necessitating for onsite management.

The purpose of this service is to provide worksites with adequately equipped facilities, for effective site establishment.

The *Works* entails:

Fabrication, supply, assembly and installation of modular unit materials and equipment, for establishment Eskom Rotek Industries – Bulk Materials Services' site facilities on various Eskom Power Stations, as well as head office.

- Provide all necessary resources and tools.
- Comply with the sites' specific health, safety, environment and quality requirements.
- Comply with the sites' specific security and access requirements.
- Maintain high, "Good Housekeeping" standards in and around the work areas.

1.1 BOUNDARY DEFINITIONS

- **Eskom Power Stations** Eskom Rotek Industries – Bulk Material Services allocated work sites form the area and demarcation of the intended works.
- **Head office** – Eskom Rotek Industries Rosherville workshop forms the area and demarcation of the intended works.

Section 2: Work to be performed by the *Contractor* for the *works*

2.1. Labour resource services:

- Provide a Supervisor to supervise the delivery of the *works*.
- Provide Persons to carry out the *works*.

2.2 Other Resources

- Provide any and all other resources, i.e. material, plant equipment, tools, transportation, etc., deemed necessary for delivery of the *works*.

2.3 Scope

- **Factory Construction:** The core of the home (floors, walls with insulation, roof, plumbing and wiring) is built in a factory setting on an assembly line. This controlled environment ensures precision and quality control.
- **Transportation:** Once the modules or the complete unit is built (often designed to be transportable), it is transported to the building site using specialized trucks and flatbed trailers.
- **On-Site Assembly:** At the site, the *Contractor* coordinates the preparation of the foundation and utilities. The *Contractor* lifts and position the modules onto the foundation, where they are secured together.

- **Finishing Work – Interior and Utility Fittings:** The final 20% of the work often involves on-site finishing, such as installing the rest of the siding, roofing elements, interior trim, flooring, and connecting all the electrical and plumbing systems.

Following assembly of the shell, plumbing, electrical systems, HVAC, and interior fixtures are installed. Pipework, wiring, heating systems, and appliances are carefully routed for accessibility and safety, often meeting local building regulations. Interiors may also include kitchens, bathrooms, and furniture installation to create a fully liveable space.

- **Handover:** The *Works* will include provision of data packs and certification, which will include but not limited to:
 - Service/maintenance plans
 - OEM manual
 - Warranty certificates
 - COC's for all utility installations
 - Design drawings/plans

Note – The costs related with establishment (delivery and assembly) is borne by the *Contractor*, as the activities of the *works*.

2.3 Specification

The specification will comprise the various design variations for the facilities. The requirements thereof are detailed in the BOQ (refer to Bill of Quantities).

Below listed are the technical specifications that further describe the required equipment:

2.3.1 Park Home (Site Office) 3 X 3:

Description

3m x 3m Park Home – made from prefabricated panels.

- One open plan office space

Size: 9 m²

Specifications-

Exterior:

- Park Home Single Wide
- Panel Door (single) with 3 Lever Lock
- Aluminium windows with burglar guards + aluminium blind
- Vastrap 3-steps with handrails and door access platform.
- Prep & painted outside – Grey walls with blue roof
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)

Interior:

- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- Black Rubberising flooring
- 9000BTU Split Air Conditioning installed with Isolator

Details

Windows		Doors		Electrical		Other	
PT1212	1	Panel Doors	1	D/B Box (with COC)	1	Rubberising Flooring	9m ²
				Light Switch	1	Park Home Steps	1
				4 Foot Light	1	Concrete stands	9m ²
				Outdoor light (IP65)	1		
				Double Plug Point	1		
				AC 9000/btu	1		

2.3.2 Park Home (Site Office) 3 x 6:

Description

3m x 6m Park Home – made from prefabricated panels.

- Two office spaces separated by an internal demarcation wall panel

Size: 18 m²

Specifications-

Exterior:

- Aluminium windows with burglar guards + aluminium blind
- Vastrap 3-steps with handrails and door access platform.
- Wall & Roof EPS Panels with a CDK finish
- Prep & painted outside – Grey walls with blue roof
- Panel Door (Single) with 3 Lever Lock

Interior:

- Wall & Roof EPS Panels with a CDK finish
- Black Rubberised Flooring
- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- 18000BTU Split Air Conditioning installed with Isolator
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)

Details

Windows		Doors		Electrical		Other	
PT1212	2	Panel Doors	2	D/B Box (with COC)	1	Rubberising Flooring	18m ²
				Light Switch	2	Park Home Steps	1
				4 Foot Lights	2	Concrete stands	18m ²
				Outdoor light (IP65)	2		
				Double Plug Point	2		
				AC 9000/btu	2		

2.3.3 Park Home (Site Office) 3 x 12:

Description

3m x 12m Park Home – made from prefabricated panel.

- Four office spaces separated three internal demarcation wall panels

Size: 36 m²

Specifications

Exterior:

- Aluminium window with burglar guards + aluminium blind
- Vastrap 3-steps with handrails and door access platform.
- Wall & Roof EPS Panels with a CDK finish
- Prep & painted outside – Grey walls with blue roof
- Panel Door (Single) with 3 Lever Lock

Interior:

- Wall & Roof EPS Panels with a CDK finish
- Black Rubberised Flooring
- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- 9000BTU Split Air Conditioning installed with Isolator
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)

Details

Windows		Doors		Electrical		Other	
PT1212	4	Panel Doors	4	D/B Box (with COC)	1	Rubberising Flooring	36m ²
				Light Switch	4	Park Home Steps	4
				4 Foot Lights	4	Concrete stands	36m ²
				Outdoor light (IP65)	4		
				Double Plug Point	4		
				AC 9000/btu	4		

2.3.4 Park Home (Boardroom) 6 x 9:**Description**

6m x 9m Park Home – made from prefabricated panel.

- One open plan space for use as a boardroom

Size: 54 m²

Specifications**Exterior:**

- Aluminium windows with burglar guards + aluminium blind
- Vastrap 3-steps with handrails and door access platform.
- Wall & Roof EPS Panels with a CDK finish
- Prep & painted outside – Grey walls with blue roof
- Panel Door (Single) with 3 Lever Lock

Interior:

- Wall & Roof EPS Panels with a CDK finish
- Black Rubberised Flooring
- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- 12000BTU Split Air Conditioning installed with Isolator
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)

Details

Windows		Doors		Electrical		Other	
PT1212	4	Panel Doors	2	D/B Box (with COC)	1	Rubberising Flooring	54m ²
				Light Switch	3	Park Home Steps	2
				4 Foot Lights	4	Concrete stands	54m ²
				Double Plug Point	6		
				AC 12000/btu	2		

2.3.5 Park Home (Office, Boardroom & Kitchen combination) 6 x 9:

Description

6m x 9m Park Home – made from prefabricated panel.

- One open plan space for use as a boardroom, with three internal wall demarcations to form an internal kitchen space and an internal office.

Size: 54 m²

Specifications

Exterior:

- Aluminium windows with burglar guards + aluminium blind
- Vastrap 3-steps with handrails and door access platform.
- Wall & Roof EPS Panels with a CDK finish
- Prep & painted outside – Grey walls with blue roof
- Panel Door (Single) with 3 Lever Lock

Interior:

- Wall & Roof EPS Panels with a CDK finish
- Black Rubberised Flooring
- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- 12000BTU Split Air Conditioning installed with Isolator
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)
- Kitchen sink with plumbing fittings for water supply and drainage connections
- Counter and cabinetry – L shape layout
- Built in hot water geyser 10L with plumbing fitting for water supply and pressure release

Details

Windows		Doors		Electrical		Other	
PT1212	4	Panel Doors	2	D/B Box (with COC)	1	Rubberising Flooring	54m ²
		Interior Doors	2	Light Switch	2	Park Home Steps	2
				4 Foot Lights	4	Concrete stands	54m ²
				Double Plug Point	4	Kitchen sink with plumbing	Single
				AC 12000/btu	2	Kitchen cabinetry & counter	1
						Geyser	10L

2.3.6 Container Ablution with showers (Male/Female) 2.4 x 6:

Description

2.4m x 6m Male/Female Ablution with Showers. unit is fitted with hot & cold water, showers, electricity, wash basins and toilets.

Size: 14.4 m²

Specifications

Exterior:

- Steel windows with burglar guards
- Prep & painted outside – Grey walls with blue roof
- Steel Door (Single) with 3 Lever Lock
- Vastrap 3-steps with handrails and door access platform.

Interior:

- Basin with hot & cold water installed
- Toilet Installed
- Panel partition for Toilet with Door and Indicator Bolt
- Urinal Installed with Flush-Master
- Painted inside – White
- Shower Installed with Partition, Shower Tray, Curtain & Mixer
- Built in hot water geyser 150L with plumbing fitting for water supply and pressure release
- Electrical points (Light switch, Double LED Light, Electrical joint)

Details (Male)

Windows		Doors		Electrical		Other - Plumbing	
NG1	4	Doors	4	D/B Box	1	Toilet	3
NG4	2			Single Bowl	4	Basin	4
				Light Switch	2	Urinal	2
						Shower	2
						Geyser	150L
						Rubberising flooring	14.4m ²

Details (Female)

Windows		Doors		Electrical		Other - Plumbing	
NG1	4	Doors	4	D/B Box	1	Toilet	4
NG4	2			Single Bowl	4	Basin	4
				Light Switch	2	Shower	2
						Geyser	150L
						Rubberising flooring	14.4m ²

2.3.7 Kitchen Container (Eating Facilities) 3 x 6, 3 x 9 & 3 x 12:

Description

3m x 6m, 3m x 9m & 3m x 12m Park Home – made from steel container.

- One open plan space for use as a kitchen and eating facility.

Size: 18 m², 27 m² & 36 m²

Specifications

Exterior:

- Steel window with burglar bars
- Steel Door (single) with 3 Lever Lock
- Vastrap 3-steps with handrails and door access platform.
- Prep & painted outside – Grey walls with blue roof

Interior:

- Double bowl Stainless Steel Sink in Cabinet
- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- Black Rubberising flooring
- Built in hot water geyser 10L with plumbing fitting for water supply and pressure release
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)
- Kitchen sink with plumbing fittings for water supply and drainage connections
- Counter and cabinetry – L shape layout

Details (18m²)

Windows		Doors		Electrical		Other	
NC 2	2	Combi Steel Door	1	D/B Box	1	Double Sink Unit	1
				4 Foot Light	1	Kitchen sink with plumbing	Single
				Light Switch	1	Kitchen cabinetry & counter	1
				Double Plug Point	2	Geyser	10L
				AC 12000/btu		Rubberising flooring	18m ²

Details (27m²)

Windows		Doors		Electrical		Other	
NC 2	2	Combi Steel Door	2	D/B Box	1	Double Sink Unit	1
				4 Foot Light	3	Kitchen sink with plumbing	Single
				Light Switch	2	Kitchen cabinetry & counter	1
				Double Plug Point	2	Geyser	10L
				AC 18000/btu		Rubberising flooring	27m ²

Details (36m²)

Windows		Doors		Electrical		Other	
NC 2	2	Combi Steel Door	2	D/B Box	1	Double Sink Unit	1
				4 Foot Light	4	Kitchen sink with plumbing	Single
				Light Switch	2	Kitchen cabinetry & counter	1
				Double Plug Point	2	Geyser	10L
				AC 18000/btu		Rubberising flooring	36m ²

2.3.8 Steel Container (Storage) 3 x 6 & 3 x 9:

Description

3m x 6m & 3m x 9m Storage facility – made from steel marine container.

- One open plan space for use as a storage facility.

Size: 18 m², 27 m² & 36 m²

Specifications

Exterior:

- Steel window with burglar bars
- Steel Door (single) with 3 Lever Lock
- Vastrap 3-steps with handrails and door access platform.
- Prep & painted outside – Grey walls with blue roof

Interior:

- Built in aluminium storage rack shelving – along the side walls for maximum storage
- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- Black Rubberising flooring
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)

Details (Store 27m²)

Windows		Doors		Electrical		Other	
NC 2	2	Combi Steel Door	1	D/B Box	1	Double Sink Unit with plumbing	1
				4 Foot Light	3	Rubberising flooring	27m ²
				Light Switch	2		
				Double Plug Point	2		
				Air ventilation fan	1		

Details (Store 36m²)

Windows		Doors		Electrical		Other	
NC 2	2	Combi Steel Door	1	D/B Box	1	Double Sink Unit with plumbing	1
				4 Foot Light	4	Rubberising flooring	36m ²
				Light Switch	2		
				Double Plug Point	2		
				Air ventilation fan	1		

2.3.9 Park Home (Change Room) 3 x 3, 3 x 6 & 3 x 12

Description

3m x 3m, 3m x 6m & 3m x 9m Park Home – made from prefabricated panel.

- One open plan space for use as a boardroom

Size: 9 m², 18 m² & 36 m²

Specifications

Exterior:

- Aluminium windows with burglar guards + aluminium blind
- Vastrap 3-steps with handrails and door access platform.
- Wall & Roof EPS Panels with a CDK finish
- Prep & painted outside – Grey walls with blue roof
- Panel Door (Single) with 3 Lever Lock

Interior:

- Wall & Roof EPS Panels with a CDK finish
- Black Rubberised Flooring
- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- 12000BTU Split Air Conditioning installed with Isolator
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)

Details (Change Room 9 m²)

Windows		Doors		Electrical		Other	
PT1212	4	Panel Doors	1	D/B Box (with COC)	1	Rubberising Flooring	9m ²
				Light Switch	1	Park Home Steps	1
				4 Foot Lights	2	Concrete stands	9m ²
				Double Plug Point	2		
				AC 9000/btu	1		

Details (Change Room 18 m²)

Windows		Doors		Electrical		Other	
PT1212	4	Panel Doors	2	D/B Box (with COC)	1	Rubberising Flooring	18m ²
				Light Switch	3	Park Home Steps	2
				4 Foot Lights	4	Concrete stands	18m ²
				Double Plug Point	6		
				AC 12000/btu	2		

Details (Change Room 36 m²)

Windows		Doors		Electrical		Other	
PT1212	4	Panel Doors	2	D/B Box (with COC)	1	Rubberising Flooring	36m ²
				Light Switch	3	Park Home Steps	2
				4 Foot Lights	4	Concrete stands	36m ²
				Double Plug Point	6		
				AC 18000/btu	2		

2.3.10 Park Home (Office, Boardroom & Kitchen combination) 8 x 14:**Description**

8m x 14m Park Home – made from prefabricated panel.

- One open plan space for use as a boardroom, with three internal wall demarcations to form an internal kitchen space and an internal office.

Size: 112 m²

Specifications

Exterior:

- Aluminium windows with burglar guards + aluminium blind
- Vastrap 3-steps with handrails and door access platform.
- Wall & Roof EPS Panels with a CDK finish
- Prep & painted outside – Grey walls with blue roof
- Panel Door (Single) with 3 Lever Lock

Interior:

- Wall & Roof EPS Panels with a CDK finish
- Black Rubberised Flooring
- Electrical points (Light switch, Double LED Light, Double point plug, Electrical joint)
- 12000BTU Split Air Conditioning installed with Isolator
- Exterior lighting – Wall Lights/Sconnes IP65 rated (above door)
- Kitchen sink with plumbing fittings for water supply and drainage connections
- Counter and cabinetry – L shape layout
- Built in hot water geyser 10L with plumbing fitting for water supply and pressure release

Details

Windows		Doors		Electrical		Other	
PT1212	4	Panel Doors	2	D/B Box (with COC)	1	Rubberising Flooring	112m ²
		Interior Doors	2	Light Switch	2	Park Home Steps	2
				4 Foot Lights	4	Concrete stands	112m ²
				Double Plug Point	4	Kitchen sink with plumbing	Single
				AC 12000/btu	2	Kitchen cabinetry & counter	1
				AC 9000/btu	1	Geyser	10L

2.4 General

2.4.1 The service provider shall provide resources as instructed by the Project Manager, according to the needs of the Employer (as per the bill of quantities provided).

2.4.2 The service provider submits the daily attendance registers to the site management at the end of each shift.

2.4.3 The service provider informs the Employer before the end of every shift in writing of any safety incident, injuries and/or damage to any property or yellow plant

2.4.4 The service provider fulfils his legal obligations to report certain incidents to the Department of Labour, or to keep records in terms of the OHS Act and the compensation for injuries and Diseases Act.

2.4.5 The service provider to ensure employees are medically fit and provides his employees with protective clothing so that work may be efficiently carried out.

2.4.6 The service provider attends meetings arranged by the site management.

2.4.7 The service provider completes daily records and submits these for

acceptance to the site management.

2.4.8 All communication is to be addressed to the Project Manager in writing

2.4.9 All correspondence headings include:

- The specific Power Station name, followed by Eskom Rotek Industries – Bulk Material Service
- The contract description
- The Contract no

Section 3: Work and Services for the works supplied by the *Employer*

3.1 General

1. The *Employer* provides access to the Site.
2. The *Employer* provides induction training.
3. The *Employer* provides identity permits for access control purposes.
4. The *Employer* provides potable water on Site.
5. The *Employer* informs the *Contractor* of any statutory requirements.
6. The *Employer* provides operational requirements.
7. The *Employer* provides the *Contractor* with a matrix to clarify responsibilities and accountabilities at areas of interface with the *Employer* and Others.
8. The *Project Manager* informs the *Contractor* of any changes to the operational requirements when the *Project Manager* becomes aware of the changes.
9. The *Employer* provides all standard format documentation to be used for this contract.
10. The *Employer* provides emergency firefighting facilities.

3.2 Site facilities provided by the *Employer*

3.2.1 Site Yard (laydown area)

1. The *Contractor* is supplied with an off-terrace yard, inside the Power Station security fence, for his use during the full period of his Site works. This yard will be shared with the *Employer*.
2. The *Contractor's* yard is subject to periodic inspection by the *Employer*.

3.2.2 Supply of Electricity

All points of supply requested by the *Contractor* are provided in terms of quantity and location at the discretion of the *Employer*.

3.2.3 Lighting

The *Employer* provides general Plant lighting. All other lighting is the responsibility of the *Contractor*.

3.2.4 Water

The *Employer* supplies reasonable quantities of potable water required for the purposes of this contract free of charge. The *Contractor* provides, at his own cost, all connection fittings, pipe work, temporary plumbing, and pumps necessary to lead the water from the *Employer's*

points of supply to the various points where it is required. The *Contractor* is responsible to maintain this equipment and to remove it on *Completion*.

The *Employer* does not guarantee continuity of supply and the *Contractor* makes his own provision for standby supplies to maintain continuity of work. Claims of any nature relating to discontinuity of water supply are not considered.

3.2.5 Telecommunications

The *Contractor* supplies the necessary phone facilities to enable communication with the *Employer* and workers without any delay.

Section 4: PROGRAMME AND PLANNING

4.1 Minimum programme requirements

1. The *Contractor* develops a programme to show activities for this contract.
2. The programme shows key dates for co-ordination with Others and the *Project Manager*.
3. The *Contractor* numbers each individual activity with a unique number that can be cross-referenced with the *activity schedule* and method statements.

4.2. Computerized planning and reporting

Resource information for manpower, plant and equipment based on the accepted Programme and reflected in resource histograms are provided.

4.3 Submission of programme

The *Contractor* submits two hard copies and one electronic copy to the *Project Manager* for acceptance.

Section 5: COMPLETION

- 5.1 Work provided by the *Contractor* ceases by the Completion date, or as and when informed by the *Employer*. After Completion the *Contractor* submits the documentation for the *works* in accordance with the *Employer's* documentation requirements. Completion takes place after the Project Manager has verified the submitted documents

Section 6: SITE FEATURES REQUIRING SPECIAL ATTENTION

6.1 Access for and interface with other Contractors

Other contractors are working in the same area as the work of this contract. In this regard, the *Contractor* co-ordinates his work with the *Employer* to maintain harmonious working conditions on Site.

During the progress of the *works*, the *Contractor* provides reasonable access to other *Contractors* to execute works carried out in other contracts.

6.2 Existing structures and services

The *Contractor* exercises the necessary care and skill to ensure adequate protection of all existing works and services, in or adjacent to the *works*, during construction.

6.3 Lay down area

The *Contractor* maintains in good order the area allocated for storage and or work.

6.4 Site regulations

The *Contractor* complies with the Site Regulations, a copy of which is available for perusal at the *Employer's* offices. All Site Regulations form part of this contract.

6.5 Accommodation

The *Contractor* is responsible for the provision of his own accommodation for all his employees engaged in the execution of the *works*. This includes the needs of his Sub-contractors. The cost for accommodation, as well as for transportation to and from Site is to be included in the contract price.

Section 7: Safety Management

7.1.1 Health and safety requirements

The *Contractor* will comply with the following:

- Health and Safety Standards, as per the Grootvlei Power Station *Contractors* Safety file.
- This file will be handed over on contract award.
- Adhere to the OHS Act 85 of 1993
- All staff will undergo a one-day Safety Induction training course one week before site occupation.
- Adhere to Eskom & Grootvlei 'No Smoking Policy'

The *Contractor* must appoint Safety Representatives to assist the Employer Representative to:

- a. Identify possible hazards, dangers and risks
- b. Eliminate potentially dangerous conditions and actions
- c. Ensure a safe working environment.

7.2 SHE. Documentation Required from the Contractor

The following documents must be provided together with the tender by the *Contractor* in terms of Health, Safety and Environmental performance, should the *Contractor* not provide this information it will be assumed that it does not exist

- Detailed costing for Health and Safety (Linked to Risk Assessment) based on the overall scope of work to be performed
- Letter of good standing with COID or any insurance body.
- An Organogram indicating the names of all persons that will hold legal appointments on the project in terms of the Act.
- The expected roles, responsibilities and authority of those who are proposed to receive legal appointments.
- The resume'(s) of the proposed Safety Officer(s) and Environmental Officer(s) his/their roles, responsibilities and authority is required in terms of the scope of work.
- The *Contractor's* company Safety, Health and Environment policy.
- Provide an overview of the system/program that is utilized to manage Safety, Health and Environment
- Provide a detailed HIRA (Hazard identification and Risk Assessment) based on client specification and the scope of work
- Provide a composite Health and Safety Plan as per the Clients specification
- Certificates of medical fitness and psychological fitness, where applicable, conducted in relation to the individuals person job specification (Linked to Risk Assessment)

7.3 Health and Safety Plan

Upon the award of the contract, successful *Contractor* must submit a Health and Safety Plan, filed in a Health and Safety File, comprising of the following:

- Proof of the contracting company's own Health and Safety Policy.

- Proof of appointments, assignments and designations as required in terms of the Occupational Health and Safety Act, No 85 of 1993.
- Proof of Risk Assessments regarding Hazards identified.
- Proof of Safe Work Procedures that derived out of the Risk Assessments.
- Proof of the contracting company's own Emergency Plan that will deal with their own emergencies on site.
- Proof of an Induction Program. It is advised that the Grootvlei SHE Rules are used as a guide and an attendance register signed by its employees prior the commencement of any construction work on site.
- Proof of the contracting company's employees Medical Fitness Certificate. (Must still be valid for one year and may only have been issued by an occupational health practitioner).
- Proof of *contractors* weekly Health and Safety Rep Inspections regarding its own site and where detached work is performed.
- Proof of Personal Protective Equipment (PPE) issued to *contractor's* employees.
- Proof of contracting company's Accident/Incident Reporting and Investigation System.

The Safety Officer employed by ERI Gootvlei Power Station will audit these Health and Safety Plan to ensure compliance with the provisions of the Act.

NB: The approval of the health and safety plan can sometimes take 2 to 3 days to be approved and no work will be conducted before the plan is approved.

7.4 Anticipated safety risks

- All normal plant PPE will be required like safety boots, hard hats, earplugs, dust masks, goggles, gloves and bright coloured reflective vests.
- Coal dust and spillages can occur in the work areas and it is recommended that dust mask be worn at all times. The *contractor* should be conversant with the chemicals that are used during application, and material safety data sheets should be placed in the health and safety file.

Section 8: Environmental Rules

8.1 Environmental Management System

Grootvlei Power Station has been recommended for ISO14001:2004 certificate. To ensure continual improvement to the ISO 14001: 2004, the *Contractor* shall ensure that the following requirements are met:-

- Identify all environmental aspects and impacts.
- Identify the law that is applicable to the scope and ensure compliance to the applicable laws at all times
- All employees shall attend Environmental induction before commencing with the work.

8.2 Waste management

All waste introduced to and/or produced on the *Employer's* premises by the Contractor for this contract, must be handled in accordance with National Environmental Management: Waste act 59 of 2008 and Majuba Waste management procedure.

8.3 Hazardous Chemicals substances

All hazardous Chemicals substances brought on site must be accomplished by Material Safety Data Sheet and shall be managed as per Occupational Health and Safety Act, 1993 Hazardous Chemical Substances Regulations, 1995.

8.4 Environmental Incident

The *Contractor* shall report all Environmental incidents (example: Oil/Chemical spillage, water overflow etc) Grootvlei Power Station contract manager or Environmental Officer within 24 hours of them occurring.

8.5 Other Environmental Requirements:

The *Contractor* will be required to ensure that the following environmental requirements are complied with at all times:

- 1 Zero liquid effluent discharge.
- 2 No oil or waste will be dumped on an unauthorised area or unlicensed waste site.
- 4 Asbestos will be handled and stored according to Act 15 of 1973 (hazardous substances Act).
- 5 No materials or waste will be burnt on site.
- 6 *Contractors* shall comply with the sites' SHEQ policy

8.6 Safety Incident Investigations

The nominated service provider will attend all scheduled investigations by Site Management relating to their safety incidents. Appointed nominated site representative will attend site specific investigations as and when invited in writing.

NOTE: Any costs associated with property damages or unsafe act caused by the nominated service provider while rendering works upon investigation will be reimbursed by the service provider within a month of root cause identification, notification through monthly assessment process.

8.6 Entry:

- The *Contractor* obtains entry permits, which are issued free of charge by security upon submission of the employee's valid identity documents, subject to *Employer's* applicable rules. The permits remain the property of the *Employer*.
- The *Contractor* and his employees are always in possession of an entry permit to enable identification is made immediately.
- The *Contractor* consents to the *Employer's* security searching and inspecting property belonging to the *Contractor* entering or remaining within the area.
- The *Employer* requires a security clearance of all persons entering the area. The *Contractor* applies for the security clearance of its personnel 48 hours in advance of bringing the personnel to Site.

8.7 Permits:

- As per 8.6 above

8.8 Vehicles:

1. The *Contractor* proves to the *Project Manager* that all drivers of vehicles used by the *Contractor* to Provide the Works are in possession of authorized driver's licenses.
2. The *Contractor* obtains vehicle permits for vehicles required to Provide the Works from the *Employer's* security department.
3. The *Contractor* obeys the instructions of the *Employer's* security personnel when the *Contractor's* vehicles and those of his Subcontractors are stopped for search and investigation purposes.
4. The *Contractor's* supplier's drivers identify themselves by means of a valid identity document and produce a delivery note addressed to the *Contractor*.

8.9 Equipment, Plant and Materials, tools and other things required to Provide the Works:

1. The *Contractor* inventories all Equipment, Plant and Materials, tools and other things required to provide the Works entering the Site on the prescribed forms obtainable from the *Employer's* security. The original inventory is retained by security and the *Contractor* retains a duplicate copy of the inventory.
2. All Equipment, Plant and Materials, tools and other things required to provide the works brought into the Site by the *Contractor* is clearly marked and is not removed from the Site unless the *Contractor* identifies it as his property and the *Employer* accepted the removal.

8.10 General:

1. Security maintains discipline on Site and disciplinary action against traffic offenders needs to be implemented by the *Contractor* to the *Employers* satisfaction.
2. The *Contractor* does not permit personnel who are under the influence of drugs or alcohol to enter the Site.
3. Further information regarding security requirements is available from the security office at the main gate:

Section 9: Environmental management

- Grootvlei Power Station is to be licensed to operate under the National Water Act (Act 36 of 1998), and all plant Operations, Maintenance and Engineering staff ensures that the license conditions detailed within the requirements of the act are met at all times.
- The Employer is committed to meet the environmental regulations. The Contractor to meet the following environmental requirements:

a) Storm water

The Contractor ensures that clean and polluted storm water is and remains separated. All drains are cleaned on a scheduled basis to ensure the drains working at all times. All drainage channels and pipes are kept clean at all times and special attention is given to clean the drains after rain.

b) Contaminated soil

All contaminated soil outside the contained stock yard is removed and dumped at an approved and demarcated area.

c) General Control of Site Activities

The Site is controlled in an environmentally responsible manner. Note the following:

- Noise and pollution levels for all construction Equipment is monitored and managed. Equipment with oil leaks, excessive emission, or unacceptable noise levels are repaired or removed from Site.
- Temporary services are maintained in a good and proper

manner. e) Plant & Material wash-down facilities.

- Wash down of plant and material can only be done in areas designated by the Project Manager.

Section 10: Site services and procedures

1. The *Contractor* applies for access permits at the security gate when access to the Grootvlei Power Station site is required
2. The *Contractor's* personnel are in the possession of their access permits at all times when on site.
3. The *Contractor* provides security for protection of Equipment, Plant and Materials required to provide the works.

Section 11: Restrictions applicable to the *Contractor*

- The *Contractor* keeps records of maintenance tasks executed by the *Contractor* as specified by the original equipment manufacturers.
- The *Contractor* interfaces with the *Employer's* personnel to execute specific operational tasks when and does not execute these tasks without prior permission from the *Employer*.

Section 12: Accounts and records

Requirements for the Meetings

1. A "Kick-off meeting" within one month after contract award needs to be held.
2. The *Contractor* arranges and chairs all technical discussion meetings and records minutes of meetings. Weekly progress meetings need to be held. Minutes of meetings are submitted for acceptance to the *Project Manager* at most one day after the meeting and then distributed to the rest of the attendees.
3. The *Contractor* in conjunction with the *Project Manager* arranges the date and venue of the above-mentioned meetings.

12.1 Assessment, Cash flow and Invoicing

1. The *Contractor* presents his pro-format invoice to the *Project Manager* on the 25th day of each month for perusal.
2. The *Contractor* completes his assessment and submits the amount due on the 25th day of the month for review.
3. The *Contractor* submits an accepted invoice on the last day of the month or the next working day if the last day falls within a weekend.

12.2 The invoices from the *Contractor* contain at least the following information

1. The registered name of the company
2. The VAT registration number of the company
3. The contract number
4. The invoice sequence number
5. The total cost of compensation events (change order) to date
6. The amount paid to date

12.3 Financial records and accounts

12.3.1 The *Employer* pays by bank transfer.

12.3.2 The *Contractor* accepts the risk of incorrect bank transfers arising from changes to the *Contractor's* banking information.

12.3.3 All payments are provisional and subject to audit.

12.3.4 The *Contractor* preserves his records for such a period as the Department of Internal Revenue may require. Should different periods be prescribed, the longest period applies, but in any event, records are retained by the *Contractor* for not less than five years.

12.3.5 The *Project Manager* deducts any amount owed by the *Contractor* to the *Employer* from any amount owed by the *Employer* to the *Contractor*.

12.3.6 The *Contractor* submits original invoices complying with the Value Added Tax Act.