

	<b>Transmission Western Grid Security Services Contract – OHS Requirements</b>	<b>Document Identifier</b>	<b>240-43921804</b>	<b>Rev</b>	<b>0</b>
		<b>Effective Date</b>	<b>May 2023</b>		
		<b>Review Date</b>	<b>May 2026</b>		

**Transmission Western Grid Security Services Contract OHS (Occupational Health and Safety) Specification Requirements - 01 September 2023.**

**Scope of work:**

*The nature of services to be provided but not limited thereto are as follows:*

*Security services and Tactical support services to be rendered shall be access control functions at all access control points, perimeter protection by means of patrols and monitoring functions, crime prevention in identified and indicated hot spot areas, crowd disruption functions as and when required basis.*

*These functions to be executed for purposes of monitoring and safeguarding the identified Substations and Overhead Powerlines.*

*The protective condition shall focus on deterring, detecting, deflecting and defending against acts of criminality and economic sabotage such as disruption & obstruction of access / egress routes at the substations, tampering, vandalism, unauthorized access, unauthorized removal of copper cables, other assets and equipment, bypassing security measures, security breaches, security incidents, industrial action (strikes, demonstrations, protests, sit-ins, picketing etc.), but not limited thereto.*

*The deployed members shall be agile, swift, observant and vigilant; and shall rapidly respond to alarms, security incidents, crime scenes, imminent or potential threats in the substation and surroundings, that may negatively affect security of supply or introduce risks to operational performance and stability in the Western Grid.*

*Foot and vehicle patrols shall be conducted to cover the targeted high risk and critical Overhead Powerlines and vulnerable areas and shall not be predictable.*

*All vehicles, people, equipment, etc., shall be searched as directed by the Eskom Security Manager or designated Eskom Security Officer.*

*Reaction and response to any security emergencies or life-threatening situations on site without delay.*

*Gathering of information on potential security threats and/or emerging risks.*

*Proactive assessment of information from various sources including environmental scanning and daily risk assessments.*

- Prevention of unauthorized removal of Eskom assets from Eskom sites and network infrastructure, through searches and screening of people, objects, vessels and vehicles.*
- Record events and incidents through audio- visual or digital means for instance strike actions, protests, gatherings, demonstrations, crime scenes, but not limited thereto.*

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- *Perform crime scene management and preservation of evidence, witnesses, etc. until SAPS responds and takes over.*
- *Drone patrols by licensed drone operators (SACAA certification to be produced) and armed response vehicles, as directed by Security Management.*
- *The installation of Surveillance Cameras and motion sensors on identified critical infrastructure risk areas at Strategic Locations, monitored by the Security Service Provider.*
- *Tactical Response Team/s to be deployed in volatile situations, as and when required (within 12 hours, subject to security mandatory requirement)*
- *Armed response vehicles to be deployed within the Grid for crime prevention, respond to emergency and escort services.*

*Risk Overview: Fully trained PSIRA accredited Security Officers, Armed Response and Escort Services, Armed Tactical Security officers (TSOs) & Aerial Surveillance to be deployed per identified Eskom sites (which are also registered National Key Point), on a 24/7 period and as and when required basis. The Security Services will be deployed on the Western Grid Critical Infrastructure, not limited to Substations, Power Station HV Yards, Overhead Powerlines Infrastructure, Servitudes and Environmental scanning around the Installations.*

#### **1. Copy of the Act and regulations**

- *Occupational Health and Safety (OHS) Act 85 of 1993 & Regulations*

#### **2. Signed OHS policy**

- *The OHS policy must be signed by the 16.1 (CEO), with the revision date and not the signed by the OHS officer*
- *The OHS policy shall be aligned to section 7 of the OHS Act or OHSAS 18001/ISO 45001).*

#### **3. OHS plan must be aligned to the OHS Specification provided by Eskom and numbered accordingly. OHS plan must include but not limited to the following:**

- *OHS plan document must be signed by the CE or 16(2)*
- *OHS organization within the Company including the Responsibility & Accountability*
- *Identify the applicable legal and other requirements*
- *OHS Incident management (all incidents to be reported to Eskom Security Manager immediately or before end of shift but no later than 24 hours; include flow-diagram and incident reporting process)*
- *Personal Protective Equipment (PPE) management including PPE Matrix (that includes the Identification in conjunction to the risk-based site scope specific, activities, Issue, usage & training).*
- *Vehicle and driver safety policy and procedures*
- *Statutory and Non- statutory Appointments (such as OHS Representatives, First aiders and Fire fighters, Incident Investigators, PPE Inspector, etc.)*

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- *OHS Communications and awareness within the company/project*
- *OHS Management commitment and visible felt leadership on work sites.*
- *Emergency and response plan with emergency services and ER24 contact numbers*
- *OHS Training plan*
- *Medical fitness for duty assessments (Occupational Health Practitioner/Doctor) – scope specific*
- *Eskom Life-saving rules acknowledgement*
- *Substance abuse management*
- *Contractor management plan (declaration and details of subcontracting) **add in the NEC during tender***
- *Well-equipped Ablution facilities – hygienic conditions/resources to be maintained*

#### **4. The Statutory and Non-statutory Appointments accompanied by training records of appointees**

- *Company organogram to include OHS structures*
- *OHS Act, Section 16(1) – Chief Executive Officer (only the name, surname and the contact details of the Chief Executive required, to be on the company letter head).*
- *16.2 appointments*
- *OHS Act, Section 17 – Health and Safety Representative*
- *OHS Act, GSR 3 (4) – First Aiders (minimum requirement level 1)*
- *OHS Act, GAR 9 (2) Incident Investigator*
- *Health and Safety Officer per supplier/contractor (Accredited Safety training e.g. SAMTRAC/ SHEMTRAC /Safety National Diploma/Safety Degree or (should be trained and skilled in HIRA, Incident Investigation RCAT, Incident Management, OHSACT, legal requirement, procedure writing)) and minimum 2yrs work experience.*
- *Security site Supervisor (no Supervisor is allowed to work double shift)*
- *OHS Act, Risk Assessments Compiler*
- *Vehicle and equipment Inspector*
- *Fire Fighting Equipment Inspector (basic firefighting training)*

#### **5. The following training records for Security Supervisor**

- *Supervisory skills training*
- *Legal Liability*
- *OHS Act and Regulations*
- *Hazard Identification and Risk Assessment*

#### **6. The following training records for the health and Safety Officer**

- *A recognized safety qualification (e.g. accredited Safety training e.g. SAMTRAC / SHEMTRAC /Safety National Diploma/Safety Degree or (should be trained and skilled in HIRA, Incident management, OHSACT, legal requirement, procedure writing)) and minimum 2yrs work experience)*

#### **7. Minimum OHS plan supporting documents kept in the Security Contractor Site Safety Files**

- *Signed 37(2) Agreement between Eskom Security Manager and Contractor (the copy be kept on safety file)*
- *Organisational structure*

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<ul style="list-style-type: none"> <li>• <i>Certified ID copies of employees (prior to commencement on site in line with site Organogram)</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Base Line Risk Assessment (including the review and monitoring plan, risk methodology applied, the risk matrix and identification process)</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Valid COID Letter of Good Standing with the Compensation Fund/ FEMA (Federated Employer's Mutual Assurance)/RMA (Rand Mutual Assurance)</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Company Induction training around their company risks and the scope of work</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Eskom Induction training for the site and should be scope specific (attendance registers)</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Medical fitness certificates for all employees on site issued by the registered occupational health practitioners (aligned to the annexure format, medical fitness certificates only)</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Scope specific Standard Operating procedures / Safe Work Instructions</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Emergency Preparedness and Response Plan inclusive of OHS incidents</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Site specific Emergency Contact details</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>OHS Communication procedure</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Incident Report and Investigation procedure</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Incident Reporting and Investigation Form/template, COIDA templates</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Procedure for management and control of Personal Protective Equipment</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Templates of planned/unplanned task observations</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Templates of equipment's being inspected for OHS purpose</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Scope of Work specific Security Contractor OHS Baseline Risk Assessment (BRA) - Identification, assessment and management of OHS risks related to the scope of work. The methodology used for the risk assessment must be provided together with the BRA. The baseline risk assessment shall include both routine and non-routine tasks.</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Issue based or daily pre-task risk assessments (documented)</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Toolbox talk before and handover during shift change</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Life-saving rules acknowledgement form</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Substance abuse management plan (breathalyser testing, training, competence and calibration certificates, drug testing)</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Screening template.</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Contractor management plan (where subcontracting apply)</i></li> </ul>
<b>Tactical response services and Armed response services</b>
<ul style="list-style-type: none"> <li>• <i>Bullet resistant (proof) vests</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Lie detection tests</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Security vetting of employees</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Tactical training</i></li> </ul>
<b>8. OHS requirements on Transmission Western Grid site/s</b>
<p><b>Note: This document reflects minimum requirements and aspects associated with the scope of work. Therefore, the Contractor shall comply with site requirements including all the other applicable statutory requirements for their contracted scope of work.</b></p>

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