

 Eskom	Scope Of Work	Primary Energy Division Coal Automation System
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Compiled by


Sibusiso Mkhonza:
Construction Manager
Coal Automation

**Functional
Responsibility**


Preggie Nades
Middle Manager
Coal Automation

Authorized by


Yvette Shibambo

Senior Manager
Program 3

Date:
18 August 2023...

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1. INTRODUCTION

Coal is of key strategic significant commodity to Eskom as it is used as a Primary Energy resource for the generation of electricity. Accurate data is required on the movement of coal across the PED coal supply value chain which includes but are not limited to coal availability at mines, the quality of the coal, coal stock levels at rail sidings, coal delivered to the Power Stations through various modes of transportation, coal stock levels at Power Stations and the volume of coal consumed in the production of electricity. The record keeping of this data is equally important for audit, performance measurement, accounting and management information purposes. Every Power Station has its own unique coal quality requirements which need to be met to ensure optimal Power Station efficiency and performance.

Coal is delivered to power stations via the following modes of transport:

- Conveyor
- Rail
- Road
- A multi-modal solution making use of road and rail.

The project will create a system that digitizes/automates the entire coal accounting and quality monitoring process throughout this supply value chain. There is autonomous transfer of the data information will be captured via the automated functionality into a centralized system that provides an accurate, single source and consolidated repository of the data.

The data captured will provide the user with detailed, auditable information about daily volumes produced per supplier, the quality of the coal produced, volume and quality of coal delivered per supplier, the mode of delivery and the actual volume and quality of coal received at the destination.

The automated system will be capable of providing the user with accurate information on coal available for dispatch per supplier on a continuous basis and near real time. The automated system will be capable of the scheduling and allocation of trucks based on coal availability at the supplier.

The information from the dispatching weighbridge is automatically matched with the information from the receiving weighbridge.

Consequently, a Security Risk has been identified for the Execution Team on the Coal Automation System (CAS) Project across the identified Generation Power Stations and associated Mines as it is common cause that the CAS will be a peril in the elimination of unlawful elements in the coal supply value chain to Eskom.

This document describes the scope of work that is to be provided by the contract security service provider and the resources needed to deliver the scope.

2. PURPOSE

The purpose of this document is to describe formally the requirements for the level of services to be provided between the contracted security service provider and Eskom Primary Energy Division - Coal Automation System Project.

3. ABBREVIATIONS

Abbreviation	Explanation
SARS	South African Revenue Services
COID	Compensation for Occupational Injuries and Diseases
SHEQ	Safety, Hygiene, Environmental and Quality
OHS	Occupational Health and Safety
PSIRA	Private Security Industry Regulation Authority
NKP	National Key point
SASSETA	Safety and Security Sector Education Training Authority
PPE	Personal Protective Equipment
SAPS	South African Police Services
FCA	Firearms Control Act
CAS	Coal Automation System

4. SCOPE AND OBJECTIVE

This document is applicable to the PED Coal Automation System.

The objective is to provide an Armed Escort service for the Project Team members executing the Coal Automation System (CAS) Project across the identified but not limited to 10 Generation Power Stations and their associated mines.

5. NORMATIVE/INFORMATIVE REFERENCES

The following documents contain legislative and regulatory requirement provisions that, through reference in the text, constitute requirements of this **scope of work**. At the time of publication, the editions indicated were valid.

- [1] PSIRA regulations Act 56 of 2001
- [2] National Key Points Act 102 of 1980
- [3] Firearms Control Act 60 of 2000
- [4] Critical Infrastructure Protection Act 8 of 2019
- [5] Criminal Procedure Act 51 of 1977
- [6] Code of Conduct for Security Providers, 2003 prescribed under the Private Security Regulations Act 56 Of 2001
- [7] The Control of Access to Public Premises and Vehicles Act 53 of 1985
- [8] The Occupational Health and Safety Act 85 of 1993
- [9] Basic Conditions of Employment Act 75 of 1997
- [10] Private Security Industry Regulation Act 56 of 2001
- [11] Protection of Personal Information Act 24 of 2013
- [12] Private Security Industry Regulations Act 56 of 2001
- [13] Minimum information Security Standards (MISS)
- [14] Minimum Physical Security Standards (MPSS)
- [15] Eskom Access Control Policy 32-1134
- [16] Eskom Firearms and Ammunition Standard 240-58450122
- [17] Eskom Contractor Access Control Standard
- [18] Eskom Vetting and Integrity Management Policy 32-138
- [19] Eskom's COVID-19 Health and Safety Policy Statement 240-155373927
- [20] Eskom's Safety, Health, Environment and Quality (SHEQ) Policy 32-727
- [21] Eskom's Occupational Health and Safety Incident Management Procedure 32-95

- [22] Eskom's Vehicle and Driver Safety Management Procedure 240-62946386
- [23] Eskom's Life Saving Rules Standard 240-62196227

6. SCOPE OF WORK STATEMENT

Armed Grade C security officers for vehicle patrols and escorts for Eskom employees/contractors/service providers deployed in high-risk areas or performing high risk tasks (as determined by the business risk assessment).

The security service applicable to this contract, shall comprise of the escorting of CAS Eskom Team by fully accredited and trained armed Security Escort officers, associated equipment and vehicles, during and after hours in high-risk identified, but not limited to 10 Generation Power Stations and their associated mines, as per the security risks and threats identified. The List of Power stations and Mines are as per the Annexure 1. Upon execution the teams will be based in the local towns closest to the project.

6.1 NATURE OF SERVICES TO BE PROVIDED

- The services shall include the armed escorting of the CAS team, the armed escorting team shall be required to meet the Eskom employees at an Eskom site (MWP and Duvha Power Station) or predetermined place, escort, protect and monitor the Eskom employees for the required period on site, and safely return the employees to the predetermined drop off point.
 - The armed security officers are to travel in their own company vehicle and provide protection to the Eskom employee/s.
- The service will be required on an, as and when required bases, as per the identified security threat condition. A 48-to-72-hour notice to the Security service provider will be given, to ensure the availability of sufficient armed escorting personnel and vehicles. Requests be made by the duly appointed CAS Project Manager.
 - Reimbursed for the kilometers incurred in providing this service. The reimbursable kilometers are as per the AA rate and/or context included in the fixed priced of the vehicle as per the contract terms.
- The armed escort team/s must be in constant contact with a security contractor's control room for regular reporting and to obtain assistance when needed. A proper register must be kept at the security contractor's control room containing situation reports, incident

reports and any communication with the armed escort team.

- The armed escort team must do the escorting in a tactically sound manner:
 - Possible ambush positions must be secured before the Eskom members being escorted are allowed to proceed through the position.
 - When the site where the Eskom members are to perform their duties is reached, the armed escort team needs to secure the area before the Eskom employees commence work.
 - The armed escort must take up a position for all round defense of the area where the Eskom employees are working and be constantly vigilant and conduct situation awareness.
- Each armed response vehicle must be equipped with a minimum of two Grade C, fully trained and equipped armed escort officers at all times when service is rendered (driver and crew).
 - The CAS team will utilize 1 – 4 vehicles to travel on any given day, all vehicles to the same site on the day, or different vehicles dispatching to different sites on any given day. The team member that will frequent the site is as follows: 4 x supervisors (permanent upon execution), 1x Construction Manager (rotating around the PS during execution), 1 x Project Manager, 1x Contracts Manager, 2x SHEQ, 2x QS, and 7x Engineering Technical Leads
 - Depending on the daily need between 2 to 8 fully trained & equipped armed escort officers and 1-to-4-armed response vehicles will be required.

Example:

- CAS team travelling in 1 to 3 vehicles to the same site per day, requirement 1 x fully equipped armed response vehicle with 2 x fully trained armed escort personnel.
- CAS team travelling in one or more vehicles to different sites, requirement 1 x fully equipped armed response vehicle with 2 x armed escort officers per CAS vehicle travelling. Only applicable when CAS vehicles are not travelling in the same direction and to different sites.
- A road worthy all-terrain vehicle, 4x4 (4 door) suited for the terrain where Eskom employees will be travelling to.
 - The vehicle must be equipped with a first aid kit and fire extinguisher.

- All armed escort vehicles shall be equipped with a local global positioning system or Satellite Surveillance or any other system that would assist them.
- Vehicle contingency plan: The contractor shall have contingency plans in place to react immediately to any emergency request, vehicle breakdowns and vehicle accidents.
- A valid fuel card for repairs, fuel, and toll-fees.

6.2 ARMED TACTICALSECURITY OFFICER MINIMUM REQUIREMENTS:

- All Security officers must be registered with PSIRA at the required grade in compliance to PSIRA Act 2001 (Act No. 56 of 2001).
- All armed escorting officers must have Grade B/C with Armed Response.
 - Tactical security officers Grade B/C with Armed response certification, contractor shall provide proof of PSIRA armed response certification.
- Have up to date SAPS Firearm competency certificates with strict adherence to the Firearms Control Act.
- Armed Security officers must always carry Company issued Firearm permits whilst on duty, as per the Firearm Control Act.
- Accredited valid training certificates with results (Regulation 21), Firearm Control Act, 2000 (Act No. 60 of 2000).
- Accredited Level 1 First aid and firefighting training.
- Armed Security officers must have completed SASSETA business purpose training on the specific firearms they are expected to use.
 - 9mm pistols for self-defense.
 - Semi-automatic rifles for escort duties.
- Only Company licensed firearms to be issued to Security Escort officers.
- Updated service record for the firearms and adequate ammunition to be issued.
- Valid South African driver's license (EB).
- Armed Escort Officer shall be physically and mentally fit to perform the nature of duties as detailed in this scope of works.
- Have the expertise to, but not limited to legal aspects and the use and handling of firearms.

- Results of Criminal background checks (AFIS accredited service providers) of the Escort Officers not older than 3 months from the date of deployment. Reports shall be provided prior to the agreed upon deployment date.
- Security officers will be expected to sign a declaration of Secrecy before commencements of their duties in terms of this contract.
- Copies of signed PSIRA Code of Conduct of all Security Officers deployed at sites.
- Security officers should not have been convicted of any criminal offence and should disclose all pending criminal prosecutions against them. Non-disclosure of such will result in the officers' automatic removal from Eskom site or duties and the contractor held liable for any losses or damages incurred as a result thereof.
- Security officers must be able to read and write and express themselves well in English.
- Security Officers must be always sober when on duty.
- Security Officers must be issued with complete set of Personal Protective Equipment (PPE) (company issued with logo).
- Security Officers must be issued with Level 3 bullet-proof vests, handcuffs, torches with spare batteries, pocketbooks and pens.
- Security Officers to be issued with cellphones with adequate airtime.
- A proper register must be kept containing situation reports, incident reports and any communication means with the armed escort team.

7 INCIDENT REPORTING AND INVESTIGATION

- All incidents and response to incidents must be handled according to the relevant SOPS and/or work instructions.

8. DOCUMENTATION

The following documentation is to be supplied by the security Contractor per Power station deployment:

- Certified copies of the company and Directors PSIRA registrations certificates.
- Confirmation of company registration with the SAPS NKP Regulator.
- Name List of all potential security officers intended to be deployed on Eskom sites in terms of this contract.
- Certified ID copies and PSIRA certificates of all security officers.
- Certified copies of firearm competency certificates of the security officers.
- Reference document with experience / background of high-risk areas worked in.
- List of all company firearms to be used and certified copies of the licenses.
- Criminal check records as proof that the Security officers have not been convicted of any criminal offence.
- A list of all vehicles and maintenance records for vehicles to be used as per this contract.
- Standard operating procedures per site to include the following but not limited to and should be approved by Eskom representative before application:
 - Incident response, management, and reporting
 - Wearing of uniform standard.
 - Communication procedure.
 - Firearm handling procedure.
 - Response process.

9. SAFETY REQUIREMENTS

Pre- vehicle inspections as well as route risk assessments and situational awareness shall be applied for each visit

Occupational Health and Safety (OHS)

- The following OHS requirements must be complied with:
- Acknowledgement of Eskom's SHE rules, and requirements form signed and submitted by the tenderer
- Safety, Health and Environmental Plan aligned with the SHE Specification.
- Baseline SHE Risk Assessment (BRA)
- Valid Letter of Good Standing (COIDA or equivalent)
- OHS policy signed by CEO/ MD
- SHE Organogram
- Section 17 Health & Safety representative.
- Hazard identification and risk assessment training.

- GSR First Aider
- GSR Incident / Accident Investigator (Root cause analysis training)
- Fire Official
- Health and Safety costing to include medical fitness assessments risk-based PPE, applicable OHS training
- Medical certificates.
- PPE (body armour, safety boots, hard hats, ear & eye protection)

In the signing of the contract, the contractor must meet with Generation OHS professionals from the respective Eskom Business Unit to discuss the **site and scope specific Occupational Health and Safety (OHS) requirements relevant to that Power station**, and then prepare and submit the Health and Safety file for evaluation within the time frame agreed upon by the contractor and Eskom Business Unit. No work may begin until the Health and Safety file has been approved by the individual Business Unit's OHS personnel. For the length of the contract, the contractor shall adhere to the respective Business Unit's OHS, legal, and other requirements, as amended.

- All Security officers should receive a safety induction before they can be deployed for duties.
- Safety recommendations following an incident shall be implemented by all Security Contractors to prevent further reoccurrences at any of the Eskom site, as per allocated timeframes.
- Security officers should observe the provisions of the Criminal procedure Act and all relevant legislation regarding the use of minimum force. Security officers should at all-time use minimum force sufficient to bring the situation under control and such force shall cease as soon as the situation is brought under control. No deliberate assault on suspects will be condoned.

10. OPERATIONAL EQUIPMENT REQUIREMENTS INCLUDING PPE ETC

- The service provider must have a 24-hour dedicated control room in the province or vicinity where they intend tendering.
- Proof of address must be submitted with the tender documents.
- The control room will be inspected by a designated Eskom Security official during the evaluation of the tender.

- The business premises must be registered with PSIRA as a security business at that location.
- The control room must have an electronic two-way radio base or/and push to talk (PTT) set with a panic button that is connected to a radio network or PTT, which enables radio communication to the sites and patrol/response vehicles through the province.
- SABS approved Firearm safes
- Emergency Radio's with spare battery in the case of power failure.
- Operational computer with email facilities and capable to do live tracker monitoring to ensure that the security guard patrols the designated area regularly.
- The Control room must have a minimum of two controllers per shift.
- The registered premises must have an administration guard from Monday to Friday during normal office hours.
- The security contractor's control room must have strict access control and it must be according to PSIRA standards. A PSIRA certificate regarding the control room standard must be submitted with the tender documents.
- Security Officers must be paid equal to or above required PSIRA salary rates. Proof of salary rates of the service provider must be submitted with the tender documents.
- All personnel must belong to a provident fund. A compliance letter from the fund must be attached to the tender.
- The Service Provider must submit proof of a Public Liability Insurance Policy to the value of at least R15 Million providing cover against all claims (including claims related to the use or misuse of firearms), against Eskom, Contractor, or its employees.
- The Service Provider must have at least two vehicles (Dedicated to the Eskom contract) in road worthy condition and must submit a certified copy of the registration certificate and road worthy certificate of the vehicles. Where a Service Provider leases a vehicle a copy of the lease agreement must accompany the tender documents.
- The vehicle provided should not be more than 20000 km, and not more than one year old at the inception of the contract.
- Where one of the vehicles are being serviced or is in maintenance, a replacement vehicle should be made available.
- An inspection by Eskom Security personnel will be done after the closing date of the tender.

- A list of equipment shall be fully specified as per sites requirements in the bill of quantities (BOQ) and service providers must supply this on an "as and when".
- All security guards' equipment /site requirements listed below shall form part of the scope for the provision of security services and shall be covered in the overhead fee and profit percentage payable to the supplier to ensure that the guards are fully equipped to perform their duties.

11. SALARIES AND PAYMENT

Security Service Providers shall pay security guard at least the minimum wage specified on the Sectorial Determination, of the Private Security Sector, South Africa. Register all security guards with the Department of Labour: UIF, COID and provident fund.

12. NON-PERFORMANCE

Schedule of Deficiencies/ Penalties and the required interventions

Item	Deficiency	1 st offence	2 nd offence	3 rd offence	Comments
1	Officers intoxicated or under the influence of liquor /drugs	Contractor must replace security Guard(s) shift cost	Replacing guard + written notification of non-compliance <i>Eskom Security And Project Manager must call for a meeting with the security contractor owners.</i>	Contractor must remove the officer and replace him / her. Deduct Guard(s) shift cost	In case it is more than one guard and if this practice continues, issue NCR's.
2	Refusal to comply with lawful instruction/ s	Contractor must remove the security guard immediately and replace him/her within two hours	Contractor must remove the security guard immediately and replace him / her within two hours. A non- performance letter must be issued to the company. <i>Eskom Security And Project Manager must call for a meeting with. The security contractor owners.</i>	Contractor must remove the guard and replace him / her (that guard must never be used on an Eskom site again). Deduct Guard(s) shift cost	Issue NCR's.

3	Officer not wearing proper uniform	Officer to be removed from being deployed/ shift deduction to be implemented	Officer to be remove from the post deduction to be implemented Early warning notices to the contractor	Officer to be remove from the post/ deduction to be implemented Issue NCR	If this practice continues, issue another NCR's and consider taking the contractor for review process.
4	Officer/s not deployed on duty as agreed, i.e., short posting, officer deserting a post	One shift payment deducted. Written early warning notification of non-performance or non-conformance to the signed contract	Written Early warning notification of non-compliance to be issued. <i>Eskom Security and Project Manager must call for a meeting with the security contractor owners.</i>	2nd &3 rd Written notification of non-compliance	If this practice continues, the issue another NCR's and consider taking the contractor for review process.
5	Officer/s deployed without undergoing criminal background checked.	Officer to be remove from being deployed/ shift deduction to be implemented	Written Early warning notification of non-compliance to be issued. <i>Eskom Security and Project Manager must call for a meeting with the security contractor owners</i>	2nd &3 rd Written notification of non-compliance	If this practice continues, the issue another NCR's and consider taking the contractor for review process.

13. DEVELOPMENT TEAM

Name	Designation
Sibusiso Mkhonza	Construction Manager
Julian Moses	Senior Advisor Armory Management
Kate Masango	Senior Advisor Security Operations
Tessa Sibeko	Senior Advisor Security Operations
Monette Heath	Middle Manager Security
Preggie Nades	Middle Manager Projects

Annexure 1:

SITE INFORMATION

General description

Below is a list of sites that will be accessed by the CAS project as stipulated in the scope document.

Table1 Sidings

SIDINGS = 1	LOCATION
Blinkpan	S26 06 16.1 E29 23 59.9

Table2 Power Stations Mines

Supplier and Mine
Universal (Pty) Ltd - North Block Complex
Universal Coal (Pty) Ltd - New Clydesdale Complex
Exxaro Coal (Pty) Ltd - Matla Colliery
Kgotso Coal Supply (Pty) Ltd - Ikoti Coal
Seriti Coal - Kriel Colliery Open Cast Mine
Seriti Coal - Kriel Colliery Under Ground Mine
Seriti Coal - New Denmark Colliery
Neosho- Keaton Rectification
Neosho- Masemanzi Rectification
South32 SA Coal Holdings (Pty) Ltd – (MMS) Arthur Taylor Coal
South32 SA Coal Holdings (Pty) Ltd - Middleburg Mine Services
New Largo Coal (Pty) Ltd - Pit D 4 Seam
South32 SA Coal Holdings (Pty) Ltd - Khutala Colliery Under Ground
AEMFC (Pty) Ltd - Vlakfontein (DELMAS)
AEMFC (Pty) Ltd – Mzimkhulu
Neosho- Moabsvelden and Vanggatfontein Pit 6
African Royalty Minerals (PTY) Ltd - Chilwavhusiku Colliery Road IMP
HCI Palesa Coal (Pty) Ltd - Palesa Colliery
Mwelase Mining (Pty) Ltd - Rietvlei mine Road IMP
AEMFC (Pty) Ltd - Vlakfontein (Namane Elandsfontein Rectif) Road IMP
Tshedza Mining Resources (Pty) Ltd - Manungu Colliery
GOSA / African Rainbow Minerals JV – Goedgevonden
Namane Commodities (Pty) Ltd - Elandsfontein Colliery
Sudor Coal (Pty) Ltd - Halfgewonnen / Elandsfontein
Exxaro Grootegluk Mine
South32 SA Coal Holdings (Pty) Ltd - Middleburg Mine Services
Seriti Coal - New Vaal Colliery

Table3 Power Stations

POWER STATIONS = 10	LOCATION
Duvha	S25 58 04.1 E29 20 31.7
Kendal	S26 06 28.8 E28 59 08.3
Kriel	S26 15 47.2 E29 10 33.5
Lethabo	S26 44 26.0 E27 56 12.4
Majuba	S27 06 26.9 E29 46 52.5
Matimba	S23 40 29.3 E27 36 32.4
Matla	S26 15 42.9 E29 07 30.7
Tutuka	S26 44 23.5 E29 21 21.4
Medupi	S23 42 38.1 E27 30 06.9
Kusile	S25 55 35.4 E28 55 47.3