



a world class African city



TITL	STANDARD FOR CARPENTRY WORK	REFERENCE CP_TSSTAN_091	REV 2
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		PAGE:	1 OF 14

## TABLE OF CONTENTS

	Page
FOREWORD .....	2
INTRODUCTION .....	3
1 SCOPE.....	3
2 NORMATIVE REFERENCES .....	3
3 REQUIREMENTS .....	4
4 DOCUMENTATION .....	5
5 QUALITY MANAGEMENT .....	5
6 HEALTH AND SAFETY.....	5
7 ENVIRONMENTAL MANAGEMENT .....	5
ANNEX A – BIBLIOGRAPHY .....	6
ANNEX B – REVISION INFORMATION .....	7
ANNEX C – SCHEDULES OF RATES (BOQ).....	Error! Bookmark not defined.

**FOREWORD**

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## INTRODUCTION

City Power Johannesburg has a mandate to supply the City of Johannesburg Municipal area with a sustainable electrical distribution network. In order to fulfil this mandate, City Power relies on a massive and healthy infrastructure network. Due to the amount of the workload, there is a need for supplementary services on an as and when required basis to augment City Power's resources. This will in no way replace the existing City Power structures, which shall always be the first level of response to any requirement for maintenance of installations.

## 1 SCOPE

The purpose of this standard is to detail the repairs, maintenance and replacement requirements to be met for carpentry work, inclusive of the provision of labour and material on an as and when basis.

## 2 NORMATIVE REFERENCES

The following documents contain provisions that, through reference in the text, constitute requirements of this standard. At the time of publication, the editions indicated were valid. All standards and specifications are subject to revision, and parties to agreements based on this standard are encouraged to investigate the possibility of applying the most recent editions of the documents listed below.

### 2.1 Specifications and Standards

Reference	Description
SANS/ ISO 9001:2015	Quality management systems — Requirements
SANS / ISO 45001:2018	Occupational health and safety management systems — Requirements
SANS/ ISO 14001:2015	Environmental management systems — Requirements with guidance for use

### 2.2 Other applicable documents

Description
City Power Operating Regulations
The Standard System of Measurement of Civil Planning Engineering quantities for South Africa and Namibia
Expanded Public Works Program Guidelines (2nd Edition July 2005)
Basic Conditions of Employment Act of 1997, Ministerial Determination No.4: Expanded Public Works Programmes of October 2010.
Any other Acts/Regulations/policies as applicable to the Industry

### 3 REQUIREMENTS

#### 3.1 General requirements

3.1.1 The Service Provider shall perform on an as and when required basis the following services;

- 3.1.1.1 Repair, replace or install all types of skirting, (wooden and aluminium)
- 3.1.1.2 Repair, replace or install all types of locks
- 3.1.1.3 Repair, replace or install all types of steel doors
- 3.1.1.4 Repair, replace or install all types of wooden doors
- 3.1.1.5 Repair, replace or install all types of locking bars to doors
- 3.1.1.6 Repair, replace or install all types of locking mechanisms to doors
- 3.1.1.7 Repair, replace or install all types of fencing (concrete/steel palisade, wall)
- 3.1.1.8 Repair, replace or install all types of razor wire
- 3.1.1.9 Repair, replace or install all types of window stays and catchers
- 3.1.1.10 Repair, replace or install all types of ceilings
- 3.1.1.11 Repair, replace or install all types of barge boards / fascia
- 3.1.1.12 Repair, replace or install all types of carpeting
- 3.1.1.13 Repair, replace or install all types of window blinds
- 3.1.1.14 Repair, replace or install all types of cupboards and fittings
- 3.1.1.15 Repair, replace or install all types of dry walling
- 3.1.1.16 Repair, replace or install all types of notice boards
- 3.1.1.17 Repair, replace or install all types of shower doors
- 3.1.1.18 Repair, replace or install all types of form work
- 3.1.1.19 Repair, replace or install all types of automatic door closers
- 3.1.1.20 Repair, replace or install all types of door stoppers
- 3.1.1.21 Repair, replace or install all types of wall mirrors
- 3.1.1.22 Repair, replace or install all types of laminated flooring
- 3.1.1.23 Repair, replace or install all types of office furniture
- 3.1.1.24 Install shoring in excavated trenches

#### 3.2 Quality Assurance Requirements

3.2.1 The Service Provider shall ensure that;

- 3.2.1.1 All executed work is certified on completion.
- 3.2.1.2 All work conforms to the latest regulations and by-laws of the Municipality.
- 3.2.1.3 The entity is registered with the NHBRC and is CIDB accredited.
- 3.2.1.4 Skilled labour have valid trade papers.
- 3.2.1.5 There be a warranty/ guarantee on both workmanship and material used.
- 3.2.1.6 Replacement products/parts are "like for like".
- 3.2.1.7 All products are SABS approved.
- 3.2.1.8 All products must comply with ISO9001.
- 3.2.1.9 Non branded material/products shall not be used on City Power infrastructure.

#### 3.3 Safety Requirements

3.3.1 The Service Provider shall ensure that;

- 3.3.1.1 Their workforce is fully equipped with the relevant personal protective equipment (PPE) at all times.
- 3.3.1.2 Where work is in progress, the area is properly barricaded to prevent unauthorised entry.

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- 3.3.1.3 Where permits are required prior to work being executed, prescribed procedures shall be followed in advance to apply for such without fail. Permits shall be required prior to the execution of the work e.g. hot works permit where heat is expected be generated because of the work being performed and for isolation of apparatus to allow for safety panel.
- 3.3.1.4 Proper signage is displayed, indicating work in progress.
- 3.3.1.5 When working at heights, all permits and safety inspections are done. Documents shall be available on site.
- 3.3.1.6 All their employees undergo City Power Induction Training.
- 3.3.1.7 Their employees attend Electrical Safety and Access training course at City Power training centre before commencing work on City Power premises.

## **4 DOCUMENTATION**

The Service Provider shall keep maintenance records of each completed work and provide such to City Power with the warranty/guarantee clearly indicated. These records must contain details of the work done including dates and warranty period.

## **5 QUALITY MANAGEMENT**

A quality management plan shall be set up in order to assure the proper quality management of the civil work during design, development, production, installation and servicing phases. Guidance on the requirements for a quality management plan may be found in the ISO 9001:2015. The details shall be subject to agreement between City Power and the Supplier.

## **6 HEALTH AND SAFETY**

A health and safety plan shall be set up in order to ensure proper management and compliance during the manufacture, installation, removal, transportation, and disposal of scrap material/Waste/E-waste. Guidance on the requirements of a health and safety plan shall be found in ISO 45001:2018 standards. The details shall be subject to an agreement between City Power and the Supplier.

## **7 ENVIRONMENTAL MANAGEMENT**

An environmental management plan shall be set up in order to ensure the proper environmental management and compliance is adhered to during the manufacture, installation, removal, transportation, and disposal of scrap material/Waste/E-waste. Guidance on the requirements for an environmental management system shall be found in ISO 14001:2015 standards. The details shall be subject to an agreement between City Power and the Supplier. This is to ensure that the asset created conforms to environmental standards and City Power SHERQ Policy.

ANNEX A – BIBLIOGRAPHY

None

**ANNEX B – REVISION INFORMATION**

DATE	REV. NO.	NOTES
August 2021	0	First issue
February 2023	1	Updated Forward List Updated Clauses 5, 6, 7 Edited Annex C Title
February 2023	2	Updated Normative References