

PART 3: SCOPE OF WORK

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	<i>Employer's Service Information</i>	36
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C3.1: EMPLOYER'S SERVICE INFORMATION

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1 Description of the service

1.1 Executive overview

Kendal Power Station is a coal powered station based in Mpumalanga near Ogies. The station has 6 units, one unit producing 686MW and the whole station is capable of generating 4116 MW. The station was built between 1982 and 1993. Unit 1 went online in 1988 and other units went online in succession of 12 months after each unit with unit 6 going online in 1993.

Each unit consists of the Boiler, Turbine and Auxiliary. The process of generating electricity involves different systems which uses actuators to control level, pressure and temperature and some of these actuators are coupled with gearboxes. Since the station was built years back, some instruments life span has deteriorated and needs repairs and services more often than before. Kendal is experiencing high failures on actuators that needs repairs or refurbishment.

The purpose of this document is to define the scope of work for maintenance services on electrical actuators and gearboxes during Outage periods and running units at Kendal Power Station from Unit 1 to Unit 6.

1.2 Employer's requirements for the service

Note: The contractor is responsible and accountable to provide the service in accordance with this contract data and all incidental work, services and actions which this contract requires.

1.2.1. Preparation for Work

- Scope of work outlying the actuators requiring refurbishment to be handed to the Contractor.
- The Contractor will conduct a site walk of the plant and do a verification process of the installed base of actuators.
- A list of the installed base of electrical actuators will be compiled and forwarded as a final list that the maintenance contract will be based on.
- A walk-down of the Main store will also be conducted by the Contractor to verify the spares holding at Kendal Main Stores.
- A comparison will be done by the Contractor between the installed base and the stores holding stock – The Contractor will submit a suggested spares list to the Service Manager. The Contracts manager will commence a process of making the required items as stock.
- Where the installed base does not conform with OEM i.e., they are obsolete and no longer supplied by the Contractor OEM – an equivalent replacement actuator will be suggested by the Contractor.
- Actuators that are scoped for work during a periodic inspection will be identified and tagged by the Contractor. The Service Manager will conduct a walk-down with the Contractor and verify the scope.
- The Contractor compiles a QCP's to be submitted to the Service Manager for approval and acceptance. This is required one month before the commencement of the work.

1.2.2. Open, Clean and Inspection of Actuators

- The *Contractor* to inspect the actuator, record all visibly damaged and missing parts
- The *Contractor* to securely cover the plugs with plastic
- The *Contractor* to remove the actuator from the plant and transport to the *Contractor's* workshop
- The *Contractor* to hard stamp numbers on the actuator casing and motor
- The *Contractor* to remove the motor and hand-wheel
- The *Contractor* to drain lubricant, strip, clean (with steam or solvent) and inspect all components of the actuator and its accompanying gearbox.
- It will be required that the *Contractor* develop an inspection sheet as a standard that will be utilised for all inspections and all parts are noted during the inspection. The parts noted to include details such size, material, and type etc. The *Contractor* to send the inspection sheet to the *Service Manager*.

- The *Contractor* to inspect the actuator components for any wear or damage on rotating components i.e., gear mechanisms and associated assemblies.
- The *Contractor* to inspect limit switch drives. There must be zero backlashes.
- The *Contractor* to test the electrical motors for balanced circuits, insulation resistance and current consumption.
- The *Contractor* to inspect for any type of moisture within the motor components.
- The *Contractor* to inspect the overall condition of the body for any wear or damage.
- The *Contractor* to inspect the actuator gearbox (internal and external) for any wear or damage.
- The *Contractor* to inspect the condition of the actuator gearbox gears, shaft, bushings, seals, drive nuts, etc. –document the condition in a report with pictures.
- The *Contractor* to inspect the operation of hand/motor changeover of mechanism, repair and replace where required.
- The *Contractor* to inspect signalling/switching unit, repair and replace where required.
- The *Contractor* to inspect low voltage signalling wire, repair and replace where required.
- The *Contractor* to check and repair any faulty connections
- The *Contractor* to clean all sealing surfaces, replace gaskets and O-rings
- The *Service Manager* will be notified as soon as wear or damage is recorded. It will be required that photos are taken as proof of damage and wear on components. These will be kept on record by the *Contractor*. The *Service Manager* will then notify the counterparts to conduct inspections.
- The *Contractor* will replace spares damaged as result of poor workmanship or negligence.

1.2.3. Replacement of soft spares

- The *Contractor* to supply and replace all damaged and worn components for the actuators (All mechanical, electrical and control and instrumentation spares, for example and not limited to all the service kits, damaged revolving nuts, circlip, etc.)
- The *Contractor* to supply and replace Harting Plugs if damaged.
- The *Contractor* to check the gearbox oil level and refill. Grease the required components.
- The *Contractor* to replace all damaged deformed and stretched bolts/studs/nuts that are outside OEM specification with OEM compliant bolts/studs/nuts.
- The *Contractor* to test all electronic boards and soft components that are utilised for the control and actuation of the actuator.
- Damaged electronic components will be left aside for inspection and verification. The Serial number and version numbers to be noted including the actuator that it was removed from.
- A new component will be used to replace damaged components.
- If the repair costs to any component exceed a 70% threshold – the item will be replaced with a new component supplied by Eskom.
- The *Contractor* to notify the *Service Manager* – where soft /hard components are no longer available on actuators, when the Factory updates or discontinues components and replacement with Smart components become available. Consideration / preference will be given to have these updated from the present condition to an updated version.
- Kendal has a standard for the wiring configuration to the Control and Instrumentation and the Electrical termination. The drawings will be shared with the *Contractor* upon Contract award

1.2.4. Repairs

If an actuator component is identified as damaged and repairable, the *Service Manager* will request the *Contractor* for a quote to repair. Once the *Service Manager* accepts the quote, the *Contract Manager* will issue a task order for the repair. A QCP will be set up by the *Contractor* and be approved by the relevant *Service Manager*. The *Contractor* will be responsible to oversee the repair process of the actuators and its components and is responsible to adhere to the hold and witness points on the approved QCP.

1.2.5. Re-assembly

- The *Contractor* to re-assemble the actuator, replace missing or broken screws
- The *Contractor* to refill oil/grease
- The *Contractor* will conduct re-assembly as per procedure. The procedure to be shared with *Service Manager* upon Contract award.
- All procedures related to the actuator will be shared with the *Service Manager*.
- If the re-assembly is conducted on site, it will be required that the *Contractor* cleans the area of work.

1.2.6. Testing

The *Contractor* to perform testing of the actuator. Valid calibration certificates to be submitted to the *Service Manager* for all the equipment that will be used to test the actuators, i.e., torque test benches and electrical test benches. The following points must be executed:

- Set the open and closed limits.
- Power up the actuator with appropriate voltage
- Actuators controlled by limit: Drive the actuator open – test the open limit
- Actuators controlled by limit: Drive the actuator closed – test the closed limit
- Actuators controlled by limit: Drive the actuator to the mid position – test the in between limits
- Actuators controlled by torque: Drive the actuator open and test open torque – the actuator should stop.
- Actuators controlled by torque: Drive the actuator closed and test closed torque – the actuator should stop.
- Test the position feedback.
- Confirm and make a record in the report of the Ohm readings of the phases.
- Inspect the condition of the base mountings and record information in the report.
- Spray paint actuator and gearbox

1.2.7. Reports

Report should contain, however not limited to the following:

- Approved QCP for each actuator worked on
- Condition of actuator
- Record all components that need to be replaced
- Recommendations for the next outage
- Action taken to perform repairs

1.2.8. Commissioning

- The *Contractor* to transport actuators back to the Employer's site and re-install and stroke/commission in plant
- Confirm hand wheel is operating correctly and that there is physical movement of the valve.
- Confirm local control works in both directions
- Check both local and remote operation
- The *Contractor* must be on site during the unit light up (estimated 7 days), for all actuators to be inspected and attended to if the need arises. In the case whereby issues are identified and cannot be attended to then the defects will be raised, and the *Contractor* would be notified when an opportunity arises to correct the defect.

1.2.9. Actuators to be Fully Overhauled (ITEM 1-116):

NO:	KKS NO:	PLANT DESCRIPTION:	ACTION:	TYPE OF ACTUATOR:
1	HLB10AA001	LH FD FAN INLET VANES & GEARBOX	Overhaul	AUMA - SAR 14.1
2	HLB15AA001	LH PA FAN INLET VANES & GEARBOX	Overhaul	AUMA - SAR 14.5
3	HLB20AA001	RH FD FAN INLET VANES & GEARBOX	Overhaul	AUMA - SAR 14.1
4	HNC10AA001	LH ID FAN INLET VANES & GEARBOX	Overhaul	AUMA – SAR16.1
5	HNC20AA001	RH ID FAN INLET VANES & GEARBOX	Overhaul	AUMA – SAR16.1
6	HFE10AA001	MILL E HOT PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR14.1
7	HFE15AA001	MILL E COLD PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 10.1
8	HFE20AA001	MILL D HOT PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR14.1
9	HFE25AA001	MILL D COLD PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 10.1
10	HFE30AA001	MILL C HOT PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR14.1
11	HFE35AA001	MILL C COLD PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 10.1
12	HFE40AA001	MILL B HOT PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR14.1
13	HFE45AA001	MILL B COLD PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 10.1
14	HFE50AA001	MILL A HOT PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR14.1
15	HFE55AA001	MILL A COLD PA CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 10.1
16	HFE11AA001	MILL E NDE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
17	HFE12AA001	MILL E DE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
18	HFE21AA001	MILL D NDE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
19	HFE22AA001	MILL D DE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
20	HFE31AA001	MILL C NDE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
21	HFE32AA001	MILL C DE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
22	HFE41AA001	MILL B NDE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
23	HFE42AA001	MILL B DE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
24	HFE51AA001	MILL A NDE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
25	HFE52AA001	MILL A DE BYPASS CONT DMPR & GEARBOX	Overhaul	AUMA – SAR 7.5
26	HLA12AA001	LH FD RECIRC CONTR DAMPER & GEARBOX	Overhaul	AUMA 10.1
27	HLA18AA001	LH PA RECIRC CONTR DAMPER & GEARBOX	Overhaul	AUMA 7.5
28	HLA22AA001	RH FD RECIRC CONTR DAMPER & GEARBOX	Overhaul	AUMA 10.1
29	HLA28AA001	RH PA RECIRC CONTR DAMPER & GEARBOX	Overhaul	AUMA 7.5
30	HAC01AA101	ECONOMISER RECIRC VALVE	Overhaul	ROTORK 14 A
31	HAN03AA101	D/VALVE LOWER REAR	Overhaul	ROTORK 30A
32	HAN10AA101	BLOW OFF VALVE (3 INCH BLOWDOWN VALVE)	Overhaul	AUMA SAR 14.2
33	LAB41AA002	FW CV A	Overhaul	AUMA – SAR 50
34	LAB42AA002	FW CV B	Overhaul	AUMA – SAR 50
35	LAB43AA002	FW CV C	Overhaul	AUMA – SAR 50
36	LAB60AA101	ECON STOP VALVE	Overhaul	ROTORK 90R
37	LAE50AA101	SHTR ATPR BLOCK VALVE	Overhaul	ROTORK 14A
38	LAF40AA101	RHTR ATPR BLOCK VALVE	Overhaul	ROTORK 14A
39	LAA10AA005	AUX STEAM CV	Overhaul	SIEMENS M76342-E7547-J*38Z
40	LCA30AA004	MAIN CND CV	Overhaul	AUMA – SAR 16.1

NO:	KKS NO:	PLANT DESCRIPTION:	ACTION:	TYPE OF ACTUATOR:
41	LCA32AA002	CEP MIN FLOW CV	Overhaul	AUMA – SAR 14.5
42	LCP20AA002	S/BY COND SEC M/UP WTR VALVE	Overhaul	SIEMENS 2SA 1001
43	LCP40AA001	5% MAKEUP VALVE	Overhaul	AUMA SAR 10.1
44	LCP60AA002	MAIN COND WATER CV	Overhaul	SIEMENS M76342 – F7547
45	LBG10AA003	CRHT PR VALVE	Overhaul	SIEMENS 2SA 1035
46	LBG11AA011	AUX STEAM IV 2	Overhaul	SIEMENS 2SA 1030-3HB90-5F20
47	LBG11AA011 Y	AUX STEAM BYPASS IV 2	Overhaul	SIEMENS 2SA 1001
48	LBG12AA002	AUX STEAM CV 2	Overhaul	SIEMENS M76342-E7647-H*38Z
49	LBS41AA001	LP EXTRACTOR STEAM CV	Overhaul	SIEMENS M76342-M5647-J*38Z
50	LBQ11AA101	LH AUX STEAM IV	Overhaul	ROTORK 30A
51	LBQ12AA101	RH AUX STEAM IV	Overhaul	ROTORK 30A
52	LAE61AA001	LH SHTR ARPT VALVE 1 & THRUST BASE	Overhaul	AUMA – SAR7. 6
53	LAE62AA001	RH SHTR ARPT VALVE 1 & THRUST BASE	Overhaul	AUMA – SAR7. 6
54	LAE63AA001	LH SHTR ARPT VALVE 2 & THRUST BASE	Overhaul	AUMA – SAR 7. 6
55	LAE64AA001	RH SHTR ARPT VALVE 2 & THRUST BASE	Overhaul	AUMA – SAR 7.6
56	LAE81AA001	LH D/SHTR 2 ATPR VALVE 1 & THRUST BASE	Overhaul	AUMA – SAR 10.2
57	LAE82AA001	RH D/SHTR 2 ATPR VALVE 1 & THRUST BASE	Overhaul	AUMA – SAR 10.2
58	LAE83AA001	LH D/SHTR 2 ATPR VALVE 2 & THRUST BASE	Overhaul	AUMA – SAR 10.2
59	LAE84AA001	RH D/SHTR 2 ATPR VALVE 2 & THRUST BASE	Overhaul	AUMA – SAR 10.2
60	LAF53AA001	LH RHTR ATPR VALVE 1 & THRUST BASE	Overhaul	AUMA – SAR 7.6
61	LAF54AA001	RH RHTR ATPR VALVE 1 & THRUST BASE	Overhaul	AUMA – SAR 7.6
62	LAF55AA001	LH RHTR ATPR VALVE 2 & THRUST BASE	Overhaul	AUMA – SAR 7.6
63	LAF56AA001	RH RHTR ATPR VALVE 2 & THRUST BASE	Overhaul	AUMA – SAR 7.6
64	PGM15AA001	H2 COOLER AUX CW CV	Overhaul	SIEMENS 14A
65	MAV41AA001	OIL TEMP CV	Overhaul	SIEMENS M76342 – C7627
66	LBA31AA001	LH MS WU VALVE	Overhaul	AUMA - SAR 7.6
67	LBA32AA001	RH MS WU VALVE	Overhaul	AUMA - SAR 7.6
68	MAL11AA011	DRAIN VALVE BEF HP GOV VALVE 1	Overhaul	SIEMENS 2SA 1005
69	MAL12AA011	DRAIN VALVE BEF HP GOV VALVE 1	Overhaul	SIEMENS 2SA 1005
70	MAL13AA011	DRAIN VALVE BEF HP GOV VALVE 1	Overhaul	SIEMENS 2SA 1005
71	MAL14AA011	DRAIN VALVE BEF HP GOV VALVE 1	Overhaul	SIEMENS 2SA 1005
72	HCB11AA101	S/BLOWER R/HTR SOURCE MASTER VALVE	Overhaul	ROTORK IQ3
73	HCB12AA101	S/BLOWER S/HTR SOURCE MASTER VALVE	Overhaul	ROTORK IQ3
74	HCB21AA101	S/BLOWER WALL BLOWER SECTION VALVE	Overhaul	ROTORK IQ3
75	HCB22AA101	S/BLOWER LANCE BLOWER SECTION VALVE	Overhaul	ROTORK IQ3
76	HCB80AA101	S/BLWR MAIN STEAM SOURCE MASTER V/V	Overhaul	ROTORK IQ3
77	HCB81AA101	S/BLWR AUX STEAM SOURCE MASTER V/V	Overhaul	ROTORK IQ3
78	HFB11AA101	MILL E NDE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
79	HFB12AA101	MILL E DE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
80	HFB21AA101	MILL D NDE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
81	HFB22AA101	MILL D DE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
82	HFB31AA101	MILL C NDE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
83	HFB32AA101	MILL C DE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
84	HFB41AA101	MILL B NDE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
85	HFB42AA101	MILL B DE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P

NO:	KKS NO:	PLANT DESCRIPTION:	ACTION:	TYPE OF ACTUATOR:
86	HFB51AA101	MILL A NDE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
87	HFB52AA101	MILL A DE FDR OL GATE	Overhaul	LIMIT TORQUE TYPE P
88	GKB20AA201	BLOWDOWN SUMP QUENCHING	Overhaul	AUTOMA AS65
89	LBA11AA102	MAIN STEAM BYPASS VALVE	Overhaul	ROTORK 7A
90	LBA12AA102	MAIN STEAM BYPASS VALVE	Overhaul	ROTORK 7A
91	LAF40AA101	RE-HEATSPRAY WATER BLOCK VALVE	Overhaul	ROTORK 14A
92	HAN05AA401	ECONOMISER INLET DRAIN VALVE	Overhaul	ROTORK 7A
93	HAN03AA101	BYPASS LOWER HEADER DRAIN VALVE	Overhaul	ROTORK 7A
94	HCB80AA601	SAH SOOTBLOWING SUPPLY VALVE	Overhaul	ROTORK 30A
95	LBG01AA002	AUX STEAM DRAIN VALVES	Overhaul	SIEMENS 2SA1030
96	LBG01AA002X	AUX STEAM DRAIN VALVES	Overhaul	SIEMENS 2SA1000
97	LBG01AA002Y	AUX STEAM DRAIN VALVES	Overhaul	SIEMENS 2SA1000
98	MAL11AA011	DRAIN VALVE BEF HP GOV VALVE 1	Overhaul	SIEMENS 2SA 1005
99	MAL12AA011	DRAIN VALVE BEF HP GOV VALVE 1	Overhaul	SIEMENS 2SA 1005
100	MAL13AA011	DRAIN VALVE BEF HP GOV VALVE 1	Overhaul	SIEMENS 2SA 1005
101	MAL14AA011	DRAIN VALVE BEF HP GOV VALVE 1	Overhaul	SIEMENS 2SA 1005
102	HCB11AA101	S/BLOWER R/HTR SOURCE MASTER VALVE	Overhaul	ROTORK 7A
103	HCB12AA101	S/BLOWER S/HTR SOURCE MASTER VALVE	Overhaul	ROTORK 7A
104	HCB21AA101	S/BLOWER WALL BLOWER SECTION VALVE	Overhaul	ROTORK 7A
105	HCB22AA101	S/BLOWER LANCE BLOWER SECTION VALVE	Overhaul	ROTORK 7A
106	HCB81AA101	S/BLWR AUX STEAM SOURCE MASTER V/V	Overhaul	ROTORK 7A
107	LBA11AA501	MAIN STEAM BYPASS VALVE	Overhaul	ROTORK 7A
108	LBA12AA501	MAIN STEAM BYPASS VALVE	Overhaul	ROTORK 7A
109	LBQ11AA102	LH AUX STEAM ISOLATION VLV BYP	Overhaul	ROTORK 30A
110	LBQ12AA102	RH AUX STEAM ISOLATION VLV BYP	Overhaul	ROTORK 30A
111	LBQ51AA001	STEAM IV HP HTR 51	Overhaul	SIEMENS 2SA 1010
112	LBQ52 AA001	STEAM IV HP HTR 52	Overhaul	SIEMENS 2SA 1005
113	LBQ61 AA001	STEAM IV HP HTR 61	Overhaul	SIEMENS 2SA 1030
114	LBQ62 AA001	STEAM IV HP HTR 62	Overhaul	SIEMENS 2SA 1030
115	LBG10AA003	AUX STEAM H P FEED PRESSURE REDUCING VALVE	Overhaul	SIEMENS 2SA 1001
116	LBG12AA002	AUX STEAM PRESSURE REDUCING CONTROL VALVE	Overhaul	SIEMENS 2SA 1001

1.2.10. Actuators to be Inspected on site

During outages the following Actuators to be inspected in Plant and Defects to be reported and corrected (ITEM 1-183): The *Contractor* performs the following inspections:

- Conduct external visual inspection of all external surfaces including paint finishes, control knobs and valve stems.
- Check and replenish oil level
- Check mounting bolts, nuts, washers and screws for damage and tightness.
- Confirm hand wheel is operating correctly and that there is physical movement of the valve.
- Confirm local control works in both directions and check for any signs of deterioration, such as undue motor noise.
- Analyse historic performance data and benchmark against optimum torque profiles.
- Remove terminal cover and check connections for tightness. Check the compartment for water ingress. Replace 'O' ring seal.
- Remove the motor cover and inspect the motor – check the case for any ingress of moisture. Replace 'O' ring.
- Remove the electrical cover and inspect the compartment – check for any ingress of moisture and check the status of switches, contactors and electrical apparel. Replace 'O' ring.
- Replace all cover screws – use grease to enable future removal and protect them from corrosion.
- Check both local and remote operation.

NO:	PRIORITY: KKS NUMBER	KKS NO:	PLANT DESCRIPTION:	ACTION:	TYPE OF ACTUATOR:
1	1	LAB10AA003	BFP A DISCH VLV	Inspection	SIEMENS 2SA1035-57B90
2	1	LAB10 AA003 Y	BFP A BYP VLV	Inspection	SIEMENS 2SA1001-2GB90
3	1	LAB20 AA003	BFP B DISCH VLV	Inspection	SIEMENS 2SA1035-57B90
4	1	LAB20 AA003 Y	BFP B BYP VLV	Inspection	SIEMENS 2SA1001-2GB90
5	1	LAB30 AA003	BFP C DISCH VLV	Inspection	SIEMENS 2SA1035-57B90
6	1	LAB30 AA003 Y	BFP C BYP VLV	Inspection	SIEMENS 2SA1001-2GB90
7	1	LAB41AA001	FW CV A INL IV	Inspection	SIEMENS 2SA1035-57B90
8	1	LAB41 AA001 Y	FW CV A INL BYP IV	Inspection	SIEMENS 2SA1001-2GB90
9	1	LAB41AA003	FW CV A OUT IV	Inspection	SIEMENS 2SA 1035
10	1	LAB42 AA001	FW CV B INL IV	Inspection	SIEMENS 2SA1035-57B90
11	1	LAB42 AA001 Y	FW CV B INL BYP IV	Inspection	SIEMENS 2SA1001-2GB90
12	1	LAB42 AA003	FW CV B OUT IV	Inspection	SIEMENS 2SA 1035
13	1	LAB43 AA001	FW CV C INL IV	Inspection	SIEMENS 2SA1035-57B90
14	1	LAB43 AA001 Y	FW CV C INL BYP IV	Inspection	SIEMENS 2SA1001-2GB90
15	1	LAB43 AA003	FW CV C OUT IV	Inspection	SIEMENS 2SA 1035
16	1	LAB51 AA001	HP HTR 51/61 INLET IV	Inspection	SIEMENS 2SA1035-57B90
17	1	LAB51 AA001 Y	HP HTR 51/61 INLET BYPASS IV	Inspection	SIEMENS 2SA1001-2GB90
18	1	LAB51AA002	HP HTR 51/61 OUT IV	Inspection	SIEMENS 2SA 1035
19	1	LAB52 AA001	HP HTR 52/62 INLET IV	Inspection	SIEMENS 2SA 1035
20	1	LAB52 AA001 Y	HP HTR 52/62 INLET BYPASS IV	Inspection	SIEMENS 2SA 1035
21	1	LAB52AA002	HP HTR 52/62 OUT IV	Inspection	SIEMENS 2SA 1035
22	1	LAB53AA001	HP HTR BYPASS IV	Inspection	SIEMENS 2SA 1035
23	1	LAB60AA102	ECON FILLING VALVE	Inspection	ROTORK 7A
24	1	LAE33AA001	HP BYPASS SPRAYWATER RECIRC VALVE	Inspection	ROTORK 16A
25	1	LAE61AA101	LH SHTR SPRAY VLV 1	Inspection	ROTORK 14A
26	1	LAE62AA101	RH SHTR SPRAY VLV 1 THESE SHOULD BE O/H	Inspection	ROTORK 14A
27	1	LAE63AA101	LH SHTR SPRAY VLV 1	Inspection	ROTORK 14A
28	1	LAE64AA101	RH SHTR SPRAY VLV 1	Inspection	ROTORK 14A
29	1	LAE81AA101	LH D/SHTR SPRAY VLV 1	Inspection	ROTORK 14A
30	1	LAE82AA101	RH D/SHTR SPRAY VLV 1	Inspection	ROTORK 14A
31	1	LAE83AA101	LH D/SHTR SPRAY VLV 2	Inspection	ROTORK 14A
32	1	LAE84AA101	RH D/SHTR SPRAY VLV 2	Inspection	ROTORK 14A
33	1	LAF53AA101	LH RHTR ATPR VLV 1	Inspection	ROTORK 14A
34	1	LAF54AA101	RH RHTR ATPR VLV 1	Inspection	ROTORK 14A
35	1	LAF55AA101	LH RHTR ATPR VLV 2	Inspection	ROTORK 14A
36	1	LAF56AA101	RH RHTR ATPR VLV 2	Inspection	ROTORK 14A
37	1	LBA11AA101	LH MAIN STEAM STOP VALVE	Inspection	ROTORK 90AR
38	1	LBA11AA102	LH MAIN STEAM STOP VALVE BYP VLV 2	Inspection	ROTORK 7A
39	1	LBA12AA101	RH MAIN STEAM STOP VALVE	Inspection	ROTORK 90AR
40	1	LBA12AA102	RH MAIN STEAM STOP VALVE BYP VLV 2	Inspection	ROTORK 7A

NO:	PRIORITY: KKS NUMBER	KKS NO:	PLANT DESCRIPTION:	ACTION:	TYPE OF ACTUATOR:
41	1	LBG11AA001	WARM UP COMMON STEAM LINE IV	Inspection	SIEMENS 2SA 1001
42	1	LBG34AA001	WARM UP AUX STEAM HDR	Inspection	SIEMENS 2SA 1001
43	2	HAN13AA101	D/VLV AFT LH HP BYP	INSPECTION	ROTORK 16 A
44	2	HAN13AA101	D/VLV AFT LH HP BYP	Inspection	ROTORK 16 A
45	2	HAN13AA102	D/VLV AFT RH HP BYP	Inspection	ROTORK 16 A
46	2	HAN14AA101	D/VLV AFT LH SHTR STRN 1	Inspection	ROTORK 7A
47	2	HAN14AA102	D/VLV AFT LH SHTR STRN 2	Inspection	ROTORK 7A
48	2	HAN15AA101	D/VLV AFT RH RHTR STRN 1	Inspection	ROTORK 7A
49	2	HAN15AA102	D/VLV AFT RH RHTR STRN 2	Inspection	ROTORK 7A
50	2	HAN19AA101	D/VLV AFT LH SHTR STRN 1	Inspection	ROTORK 7A
51	2	HAN19AA102	D/VLV AFT LH SHTR STRN 2	Inspection	ROTORK 7A
52	2	HAN20AA101	D/VLV RH CRHT TO BBDV	Inspection	ROTORK 7A
53	2	HAN21AA101	D/VLV LH RHT STRN 1	Inspection	ROTORK 7A
54	2	HAN21AA102	D/VLV LH RHT STRN 2	Inspection	ROTORK 7A
55	2	HAN22AA101	D/VLV LH CRHT TO BBDV	Inspection	ROTORK 7A
56	2	HAN23AA101	D/VLV LH MAIN STEAM WRM UP BYP	Inspection	ROTORK 14A
57	2	HAN24AA101	D/VLV RH MAIN STEAM WRM UP BYP	Inspection	ROTORK 14A
58	2	HAN25AA101	D/VLV BEF LP BYP 2	Inspection	ROTORK 7A
59	2	HAN25AA102	D/VLV BEF LP BYP 4	Inspection	ROTORK 7A
60	2	HAN26AA101	D/VLV BEF LP BYP 1	Inspection	ROTORK 7A
61	2	HAN26AA102	D/VLV BEF LP BYP 3	Inspection	ROTORK 7A
62	2	HAN37AA101	D/VLV CRHT NRV TO BBDV	Inspection	ROTORK 7A
63	2	HAN37AA102	D/VLV CRHT NRV TO BBDV	Inspection	ROTORK 7A
64	2	HAN51AA101	LH/LH MS DRN AT STRN REG	Inspection	ROTORK 7A
65	2	HAN51AA102	RH/LH MS DRN AT STRN REG	Inspection	ROTORK 7A
66	2	HAN52AA101	LH/RH MS DRN AT STRN REG	Inspection	ROTORK 7A
67	2	HAN52AA102	RH/RH MS DRN AT STRN REG	Inspection	ROTORK 7A
68	2	HAN53AA101	LH/LH H/RHT DRN AT STRN REG	Inspection	ROTORK 7A
69	2	HAN53AA102	RH/LH H/RHT DRN AT STRN REG	Inspection	ROTORK 7A
70	2	HAN54AA101	LH/RH H/RHT DRN AT STRN REG	Inspection	ROTORK 7A
71	2	HAN54AA102	RH/RH H/RHT DRN AT STRN REG	Inspection	ROTORK 7A
72	2	LBA31AA101	LH MS IV WU VLV	Inspection	ROTORK 40A
73	2	LBA31AA102	LH WARM UP BYP IV	Inspection	ROTORK 7A
74	2	LBA32AA101	RH MS IV WU VLV	Inspection	ROTORK 40A
75	2	LBA32AA102	RH WARM UP BYP IV	Inspection	ROTORK 7A
76	2	LBC01AA401	CRHT TO COND	Inspection	SIEMENS 2SA 1005
77	2	LBC01AA402	CRHT TO COND	Inspection	SIEMENS 2SA 1001
78	2	LBC02AA401	CRHT TO COND	Inspection	SIEMENS 2SA 1005
79	2	LBC02AA401	CRHT TO COND	Inspection	SIEMENS 2SA 1001
80	2	LBS23AA001	STM IV LP HTR 20	Inspection	SIEMENS 2SA 1005

NO:	PRIORITY: KKS NUMBER	KKS NO:	PLANT DESCRIPTION:	ACTION:	TYPE OF ACTUATOR:
81	2	LBS30AA003	STM IV LP HTR 30	Inspection	SIEMENS 2SA 1005
82	2	LBS40AA004	STM IV IP EXTR 4	Inspection	SIEMENS 2SA 1010
83	2	MAC02AA002	CROSS OVER PIPE SPRAY STOP VLV	Inspection	SIEMENS AS65
84	2	MAL17AA011	HP GOV VLV 3 DRAIN VLV	Inspection	SIEMENS 2SA 1001
85	2	MAL18 AA011	HP GOV VLV 4 DRAIN VLV	Inspection	SIEMENS 2SA 1001
86	2	MAL21 AA011	HP CASING DRAIN VLV	Inspection	SIEMENS 2SA 1005
87	2	MAL26 AA011	IP GOV 1 DRAIN VLV	Inspection	SIEMENS 2SA 1005
88	2	MAL27 AA011	IP GOV 2 DRAIN VLV	Inspection	SIEMENS 2SA 1005
89	2	MAL28 AA011	IP GOV 3 DRAIN VLV	Inspection	SIEMENS 2SA 1005
90	2	MAL29 AA011	IP GOV 4 DRAIN VLV	Inspection	SIEMENS 2SA 1005
91	2	MAL33 AA011	IP GOV 3/4 DRAIN VLV	Inspection	SIEMENS 2SA 1005
92	2	MAL47 AA011	EXTR VLV A5 DRAIN VLV	Inspection	SIEMENS 2SA 1001
93	2	MAL51 AA011	EXTR VLV A4 DRAIN VLV	Inspection	SIEMENS 2SA 1001
94	2	MAL54 AA011	EXTR VLV A3 DRAIN VLV	Inspection	SIEMENS 2SA 1001
95	2	MAL55 AA011	EXTR VLV A2 DRAIN VLV	Inspection	SIEMENS 2SA 1001
96	2	MAL65 AA011	HP TURB EXH LH DRAIN VLV	Inspection	SIEMENS 2SA 1005
97	2	MAL66 AA011	HP TURB EXH RH DRAIN VLV	Inspection	SIEMENS 2SA 1001
98	2	MAL71 AA011	CRHT DRAIN VALVE	Inspection	SIEMENS 2SA
99	2	MAL72 AA011	CRHT DRAIN VALVE	Inspection	SIEMENS 2SA
100	2	MAL81 AA011	GSTM HDR DRAIN VLV	Inspection	SIEMENS 2SA 1005
101	2	MAW10AA011	WARM UP VLV AND GSTM CV	Inspection	SIEMENS 2SA 1001
102	2	MAW80AA036	GSTM EXH B IV	Inspection	SIEMENS 2SA 1001
103	2	MMH11AA001	FORCE COOLING HP TURB CNTRL VLV	Inspection	SIEMENS 2SA 1000
104	2	MMH12AA001	FORCE COOLING IP TURBCNTRL VLV	Inspection	SIEMENS 2SA 1000
105	2	HCB41AA401	S/BLOWER FRONT WALLBLOWERS DRAIN V/V.	Inspection	ROTORK IQ3
106	2	HCB42AA401	S/BLOWER R/H WALLBLOWERS DRAIN V/V.	Inspection	ROTORK IQ3
107	2	HCB43AA401	R/H S/BLOWER LANCEBLOWERS DRAIN V/V.	Inspection	ROTORK IQ3
108	2	HCB43AA402	R/H S/BLOWER LANCEBLOWERS DRAIN V/V.	Inspection	ROTORK IQ3
109	2	HCB44AA401	L/H S/BLOWER LANCEBLOWERS DRAIN V/V.	Inspection	ROTORK IQ3
110	2	HCB44AA402	L/H S/BLOWER LANCEBLOWERS DRAIN V/V.	Inspection	ROTORK IQ3
111	2	HCB51AA401	S/BLOWERS L/H WALLBLOWERS DRAIN V/V.	Inspection	ROTORK IQ3
112	2	HCB52AA401	S/BLOWERS REAR WALLBLOWERS DRAIN V/V.	Inspection	ROTORK IQ3
113	2	HCB90AA101	AIR HEATER S/BLOWERSDRAIN V/V.	Inspection	ROTORK IQ3
114	3	LCM20AA003	DRN VLV TO CND	Inspection	ROTORK 7A
115	3	LCM21AA001	DRN VLV TO RECOVERY	Inspection	SIEMENS 2SA 1001
116	3	PAB11AA001	COND 1 OUT IV NO 1	Inspection	EMG - DREHMO D120-E-80
117	3	PAB12AA001	COND 1 OUT IV NO 2	Inspection	EMG - DREHMO D120-E-80
118	3	PAB13AA001	COND 2 OUT IV NO 1	Inspection	EMG - DREHMO D120-E-80
119	3	PAB14AA001	COND 2 OUT IV NO 2	Inspection	EMG - DREHMO D120-E-80
120	3	PAB31AA001	MCW PMP 1 INL VLV	Inspection	EMG - DREHMO D250-E-80
121	3	PAB31AA002	MCW PMP 1 OUTL VLV	Inspection	EMG - DREHMO D250-E-80
122	3	PAB32AA001	MCW PMP 2 INL VLV	Inspection	EMG - DREHMO D250-E-80
123	3	PAB32AA002	MCW PMP 2 OUTL VLV	Inspection	EMG - DREHMO D250-E-80

THE FOLLOWING BELOW ITEMS (124 to 183) ARE ONLY FOR UNIT 1 TO 3

NO:	PRIORITY: KKS NUMBER	KKS NO:	PLANT DESCRIPTION:	ACTION:	TYPE OF ACTUATOR:
124	3	PAB40AA101	TOWER BYP VLV	Inspection	EMG - DREHMO D60-E-40
125	3	PAB61AA101	COND 1 INL IV NO 1	Inspection	EMG - DREHMO D120-E-80
126	3	PAB62AA101	COND 1 INL IV NO 2	Inspection	EMG - DREHMO D120-E-80
127	3	PAB63AA101	COND 2 INL IV NO 1	Inspection	EMG - DREHMO D120-E-80
128	3	PAB64AA101	COND 2 INL IV NO 2	Inspection	EMG - DREHMO D120-E-80
129	3	PAD01AA101	SECTOR 1 INL IV	Inspection	EMG - DREHMO D60-E-80
130	3	PAD01AA102	SECTOR 1 OUTL IV	Inspection	EMG - DREHMO D60-E-80
131	3	PAD01AA103	SECTOR 1 BYP IV	Inspection	EMG - DREHMO D60-E-16
132	3	PAD01AA104	SECTOR 1 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
133	3	PAD02AA101	SECTOR 2 INL IV	Inspection	EMG - DREHMO D60-E-80
134	3	PAD02AA102	SECTOR 2 OUTL IV	Inspection	EMG - DREHMO D60-E-80
135	3	PAD02AA103	SECTOR 2 BYP IV	Inspection	EMG - DREHMO D60-E-16
136	3	PAD02AA104	SECTOR 2 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
137	3	PAD03AA101	SECTOR 3 INL IV	Inspection	EMG - DREHMO D60-E-80
138	3	PAD03AA102	SECTOR 3 OUTL IV	Inspection	EMG - DREHMO D60-E-80
139	3	PAD03AA103	SECTOR 3 BYP IV	Inspection	EMG - DREHMO D60-E-16
140	3	PAD03AA104	SECTOR 3 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
141	3	PAD04AA101	SECTOR 4 INL IV	Inspection	EMG - DREHMO D60-E-80
142	3	PAD04AA102	SECTOR 4 OUTL IV	Inspection	EMG - DREHMO D60-E-80
143	3	PAD04AA103	SECTOR 4 BYP IV	Inspection	EMG - DREHMO D60-E-16
144	3	PAD04AA104	SECTOR 4 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
145	3	PAD05AA101	SECTOR 5 INL IV	Inspection	EMG - DREHMO D60-E-80
146	3	PAD05AA102	SECTOR 5 OUTL IV	Inspection	EMG - DREHMO D60-E-80
147	3	PAD05AA103	SECTOR 5 BYP IV	Inspection	EMG - DREHMO D60-E-16
148	3	PAD05AA104	SECTOR 5 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
149	3	PAD06AA101	SECTOR 6 INL IV	Inspection	EMG - DREHMO D60-E-80
150	3	PAD06AA102	SECTOR 6 OUTL IV	Inspection	EMG - DREHMO D60-E-80
151	3	PAD06AA103	SECTOR 6 BYP IV	Inspection	EMG - DREHMO D60-E-16
152	3	PAD06AA104	SECTOR 6 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
153	3	PAD07AA101	SECTOR 7 INL IV	Inspection	EMG - DREHMO D60-E-80
154	3	PAD07AA102	SECTOR 7 OUTL IV	Inspection	EMG - DREHMO D60-E-80
155	3	PAD07AA103	SECTOR 7 BYP IV	Inspection	EMG - DREHMO D60-E-16
156	3	PAD07AA104	SECTOR 7 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
157	3	PAD08AA101	SECTOR 8 INL IV	Inspection	EMG - DREHMO D60-E-80
158	3	PAD08AA102	SECTOR 8 OUTL IV	Inspection	EMG - DREHMO D60-E-80
159	3	PAD08AA103	SECTOR 8 BYP IV	Inspection	EMG - DREHMO D60-E-16
160	3	PAD08AA104	SECTOR 8 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
161	3	PAD09AA101	SECTOR 9 INL IV	Inspection	EMG - DREHMO D60-E-80
162	3	PAD09AA102	SECTOR 9 OUTL IV	Inspection	EMG - DREHMO D60-E-80
163	3	PAD09AA103	SECTOR 9 BYP IV	Inspection	EMG - DREHMO D60-E-16
164	3	PAD09AA104	SECTOR 9 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
165	3	PAD10AA101	SECTOR 10 INL IV	Inspection	EMG - DREHMO D60-E-80

NO:	PRIORITY: KKS NUMBER	KKS NO:	PLANT DESCRIPTION:	ACTION:	TYPE OF ACTUATOR:
166	3	PAD10AA102	SECTOR 10 OUTL IV	Inspection	EMG - DREHMO D60-E-80
167	3	PAD10AA103	SECTOR 10 BYP IV	Inspection	EMG - DREHMO D60-E-16
168	3	PAD10AA104	SECTOR 10 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
169	3	PAD11AA101	SECTOR 11 INL IV	Inspection	EMG - DREHMO D60-E-80
170	3	PAD11AA102	SECTOR 11 OUTL IV	Inspection	EMG - DREHMO D60-E-80
171	3	PAD11AA103	SECTOR 11 BYP IV	Inspection	EMG - DREHMO D60-E-16
172	3	PAD11AA104	SECTOR 11 DRAIN IV	Inspection	EMG - DREHMO D60-E-16
173	3	PAD28AA101	DISC VLV AFTER TRF PMP	Inspection	EMG - DREHMO D60-E-10
174	4	HLA11AA101	LH SEC A/HTR CROV DAMPER	Inspection	ROTORK 14A
175	4	HLA15AA101	LH PA DISCH DAMPER	Inspection	ROTORK 14A
176	4	HLA21AA101	RH SEC A/HTR CROV DAMPER	Inspection	ROTORK 14A
177	4	HLA25AA101	RH PA DISCH DAMPER	Inspection	ROTORK 14A
178	4	MAJ60AA001	AIR EXTR GATE A	Inspection	SIEMENS 2SA 1010
179	4	MAJ70AA001	AIR EXTR GATE B	Inspection	SIEMENS 2SA 1010
180	4	MAJ80AA001	AIR EXTR GATE C	Inspection	SIEMENS 2SA 1010
181	1	MAV51AA001	BARRING GEAR GATE VALVE	Inspection	SIEMENS 2SA 1000
182	1	LBG10AA003	AUX STEAM H P FEED PRESSURE REDUCING VALVE	Inspection	SIEMENS 2SA 1001
183	1	LBG12AA002	AUX STEAM PRESSURE REDUCING CONTROL VALVE	Inspection	SIEMENS 2SA 1001

1.3. Interpretation and terminology

The following abbreviations are used in this Service Information:

Abbreviation	Meaning given to the abbreviation
DE	Drive End
GO	General overhaul
IR	Interim repairs
ISO	International Standard Organization
NDE	Non-Drive End
OEM	Original Equipment Manufacture
OHS	Occupational Health & Safety
QCP	Quality Control Plan
SHEQ	Safety Health Environment & Quality

Definitions

Definition	Explanation
Contractor	In the context of this document, the "Contractor" will be regarded as the service provider who is authorised by the station to execute the specific work contained in this document
Employer	In the content of this document, the employer will be regarded as the Eskom power plant receiving the service from the contractor

2. Management strategy and start up.

2.2. The *Contractor's* plan for the service

- a) The *Contractor* to submit a first plan for acceptance within (four) 4 weeks of the contract start date.
- b) The *Contractor* submits a program in MS Project / Primavera format (confirmation required upfront)

The program includes:

- Activities
- Durations in hours
- Predecessors
- Successors
- Total float
- No constraints (linking to be done properly)
- No resources
- No unnecessary calendars (remove all)
- No empty lines

Daily feedback on progress required for duration of each task order program

- c) Flexibility with the start of outages
 - The outage start date is stated on the Task Order
 - Movement to Outage dates can take place due to the country's demand for electricity
 - Any movement to Outage dates is to be communicated in writing by the Service Manager at least 48 Hours before outage start. Notification of change to the outage date to the *Contractor* before 48 Hours to the outage start date will have no claims for compensation
 - A new Task Order is to be issued, which specifies the revised Outage start date as soon as the new start date is available
- d) Flexibility with maintenance breakdown
 - Upon collection of the actuator within 5 hours, the *Contractor* should inform the Employer on the activities to be performed on the actuator
 - The Service Manager will confirm the execution of the service
- e) *Service Manager* to accept or reject the plan within the two (2) weeks period.
- f) The plan should include starting dates and end dates of the service period
- g) The plan should have provision for time risk allowances, health and safety requirements.

2.3. Management meetings

Regular meetings of a general nature may be convened and chaired by the *Supply Manager* as follows:

Title and purpose	Approximate time & interval	Location	Attendance by:
Overall contract progress and feedback (Outage)	weekly on Thursdays at 10am during the Outage period	Kendal Power Station Outage Boardroom	<i>Service Manager</i> , other parties and <i>Contractor</i>
Kick off meeting	At the start of the Outage	Kendal Power Station Procurement boardroom	<i>Service Manager</i> , other parties and <i>Contractor</i>
Daily feedback meeting (Outage)	As and when required	Kendal Power Station Outage Boardroom	<i>Service Manager</i> and <i>Contractor</i>
Work Stoppage meeting	As incident occurs	Kendal Power Station Outage Boardroom	<i>Service Manager</i> , other parties, safety and <i>Contractor</i>
Contractors' Safety meeting	Monthly as specified by the <i>Employer</i>	Kendal Power Station Boardroom TBC	<i>Service Manager</i> , other parties, safety and <i>Contractor</i>
Close out meeting	At the end of Outage period	Kendal Power Station Outage Boardroom	<i>Service Manager</i> , other parties and <i>Contractor</i>

Meetings of a specialist nature may be arranged and communicated as and when needed. Records of these meetings shall be submitted to the *Service Manager* by the person convening the meeting within five days of the meeting.

Meeting minutes or register shall not be used for the purpose of confirming actions or instructions under the contract as these shall be done separately by the person identified in the *conditions of contract* to carry out such actions or instructions.

2.4. Contractor's management, supervision and key people

- The *Contractor's* Site Manager ensures that only competent persons be allowed to work on plant.
- The *Service Manager* is entitled to verify the qualifications of the *Contractor* and *Service Manager* may, having stated his reasons, instruct the *Contractor* to remove an employee. The *Contractor* then arranges that, after one day, the employee has no further connection with the work included in this contract.
- The *Contractor* may not replace any of the key persons, without prior written request and approval thereof from the *Service Manager*.
- The *Contractor's* supervisors must be familiar about the conditions and scope of work contained in this contract and capable of executing the scope of work.

2.5. Documentation control

Use of standard forms

- a. Task order forms
- b. Quality Control Plans (QCPs)
- c. Early warning forms.
- d. Defect notification (NCR) forms for non-compliance or poor workmanship
- e. Acceptance of scope of work forms.
- f. Acceptance of QCPs forms.
- g. Hand- over of plant forms.
- h. Close out forms
- i. NEC Defect notification

2.6. Invoicing and payment

Within one week of receiving a payment certificate from the *Service Manager* in terms of core clause 51.1, the *Contractor* provides the *Employer* with a tax invoice showing the amount due for payment equal to that stated in the *Service Manager's* payment certificate.

The Contractor shall address the tax invoice to

Eskom Holdings SOC Ltd
Kendal Power Station
Private Bag X7272
Emalahleni
1035

and include on each invoice the following information:

- Name and address of the *Contractor* and the *Service Manager*;
- The contract number and title;
- *Contractor's* VAT registration number;
- The *Employer's* VAT registration number 4740101508;
- Description of service provided for each item invoiced based on the Price List;
- Total amount invoiced excluding VAT, the VAT and the invoiced amount including VAT;
- If there is a Cost Price Adjustment (CPA) on your invoice, it is recommended that the Contractor issue a separate invoice for CPA so that if there are any issues on the CPA the rest of the invoice can be paid while resolving the CPA issues.

All Invoices must be emailed to invoiceseskomlocal@eskom.co.za

It is important that the value stated on the Invoice must be the same as the value stated on the Order. If the invoice value is different from the Order value payment of the invoice will be delayed. It is strongly recommended that if there are any discrepancies on the Invoice, it be rectified BEFORE it is submitted for payment.

2.7. Insurance provided by the *Employer*

As stated in the Contract Data (Data Provided by the Employer) of this NEC3 TSC3 document.

2.8. Management of work done by Task Order

The *Service Manager* issues a Task Order to the *Contractor* which specifies clearly the work to be provided, additional specifications and procedures and any other constraints the *Contractor* complies with in providing the Works. The Task Order is issued before the *Contractor* Provides the Work.

The *Service Manager* issues Task Orders to the *Contractor* in a timely manner that allows the *Contractor* to properly plan the work within the time periods stated on the *Task Order*.

- Task Orders are issued for every service to be rendered.
- Task Order is the instruction to commence work and it must be finalised, accepted and signed by both the *Service Manager* and the *Contractor*
- All work will be issued on a Task Order system
- The Task Order will include a detailed description of the work on that specific task.
- The Task Order will include priced list of items of work in the Task in which items taken from the Price List are identified
- The Task Order will include the starting and completion date of the task.
- The Contractor will be obliged to avail the resources as agreed on Task Order.
- Assessment of work will be conducted after every Task Order completion, then Purchase Order.
- Task Order are issued per Outage one month prior to the start of an outage and at any time during the Outage.

- A logical bar chart, which includes all activities specified in the Scope of Work must be supplied on Microsoft Projects.
- Programme must be submitted two (2) weeks in advance, revised programme must be submitted for acceptance one (1) week before the start of the Outage
- The duration, predecessors and successor for each activity, as well as any known interface activities, must be indicated.
- Due to the fast track nature on the project, updating of the plan of work will be done daily.

3. Health and safety, the environment and quality assurance

3.2. Health and safety risk management

The *Contractor* shall comply with the following health and safety requirements:

Contractor to comply with the latest version of Occupational Health and Safety Act No. 85 of 1993, other applicable legislation, Eskom Health and Safety policy, and other applicable procedures, specifications and guidelines including the provided project SHE specification. ISO 45001 Standard/OHSAS 18001.

3.3. Environmental constraints and management

The *Contractor* shall comply with the following environmental requirements:

- The contractor(s) will be contractually required to undertake their activities in an environmentally responsible manner,
- Contributing to sustainable development by controlling or influencing the way products and services are designed, manufactured, distributed, consumed, and disposed by using a life cycle perspective that can prevent environmental impacts from being unintentionally shifted elsewhere within the life cycle and the Cradle to grave perspective.
- The Contractor must conform to the NEMA principles and regulations “polluter pays principle”, User pay principle, precautionary principle and principle of responsibility duty of care and other Requirements.
- The supplier shall still comply with Eskom SHEQ Policy, Kendal Power Station Environmental Management System/ISO 14001:2015 requirements, Kendal Power Station Waste and Recycling Management Work Instruction (*1024102) and Applicable Environmental legal and other requirements.

3.4. Quality assurance requirements

The contractor shall comply with the latest ISO 9001:2015 Quality management systems-requirements. The documented management system shall be available and implemented and effective as per the ISO 9001:2015 QMS standard requirements. The contractor shall meet the minimum requirements stated in the Eskom supplier Quality Management Specification 240-105658000 or QM-58 and ensure that all these requirements are met before contract award/execution as per the QM-58 such as Contract Quality Plan, QCPs and other related procedures or documented information which are required during tendering process

General

- a) The *Contractor* complies with the *Employer's* quality and technical requirements including those listed in the *Employer's* specification document QM58 (Quality Management Specification 240-105658000.
- b) The *Contractor* submits a QMS as a returnable schedule and uses it for all phases of the Project. The QMS complies with the requirements of ISO 9001 standard. The *Contractor* provides evidence of a fully implemented QMS as and when requested by the *Employer*. The *Employer* may at his sole discretion carry out an audit on the Contractor, the Contractor's suppliers and Subcontractors.

Quality Management documents requirements

The *Contractor* submits the following document after contract award to the *Employer* for review and acceptance and prior to the commencement of work

The *Contractor* will supply the *Employer* with a QCP which will detail the *Contractor's* organisation, quality assurance and quality control procedures specific to this project. The QCP must be aligned to, and reference ISO 10005:2005 QMS, guidelines for quality plans and in compliance with the guideline in QM 58(Quality Management Specification 240- 105658000). The QCP will make reference to the *Contractor's* QMS Procedures to be used in this Contract:

- a) The *Contractor's* QMS compliance with the requirements of ISO 9001
- b) *Contractor's* quality manual
- c) *Contractor's* quality procedures
- d) *Contractor's* quality forms and work instructions
- e) *Contractor's* quality system documents referenced in this Works Information

The *Contractor* supplies the *Employer* with a QCP or ITP for review and acceptance.

The *Contractor* provides CVs of the quality management employees who will be responsible for quality on site.

Quality Management employee's responsibilities include but are not limited to the following:

- a) Administration of QA/QC functions
- b) Verification of approval status of their or Subcontractor's QCP and procedures
- c) On-and -offsite inspections
- d) Co-ordination, inspection and verification of the Employer's intervention points
- e) Review of Contractor testing and inspection documents (procedures, test results)
- f) Reporting on quality performance

The *Contractor* submits as a minimum the following documents, as required by the *Employer*, which requirement does not constitute a compensation event, during the execution of the Works:-

- a) Updated QCP register
- b) Inspection notifications accompanied by their inspection report
- c) Non-conformance and Defects registers and reports
- d) Updated Site and off site inspection schedules.
- e) Inspection and or FAT dates.
- f) Inspections completed/outstanding.
- g) Inspection, audits and test reports
- h) Monthly contract quality progress report

Data books for the completed Works, before commissioning can commence (refer to the data book specification)

Quality Responsibility

- a) The *Contractor* is accountable for the quality of the output and liable for any failures.
- b) The *Contractor* is responsible for defining the level of intervention of QA/QC or inspections. These are in line with the Employers requirements.
- c) The interventions points include all witness, hold, verification and review points required by the Employer. The *Contractor's* failure to allow the intervention points will constitute a non-conformance.

Inspections

- a) The *Contractor* is responsible for the inspection of all the Works that is performed and the Employer only verifies that the Works is conducted as per the Contract.
- b) The *Contractor* conducts all inspections in accordance with the accepted QCP / ITP.

- c) The *Contractor* drafts a QCP or ITP which shows each activity from the Works Information and submits to the Employer for acceptance.
- d) The *Contractor* provides suitably qualified personnel to conduct on-and-offsite inspections
- e) The *Contractor* ensures that all Works are inspected and approved before the Employer is invited for verification.

Non Conformances and Defects

Where NCR's and Defect notifications are issued, the *Contractor* acknowledges receipt as per reply period and proposes corrective and preventive actions to the *Employer* as per the contract response period. The corrective and preventive actions will include the implementation and completion dates. Progress on all NCR's and Defect notifications issued to the *Contractor* must be reported to the *Employer* on weekly basis.

- a) The *Contractor's* quality manager keeps a register of all NCR's and Defect notifications issued
- b) Deviations from the Contract are treated as a non-conformance.
- c) Records of NCRs and Defect notifications are kept and form part of the data book records.

During the contract execution phase, the *Contractor* will be monitored by the *Employer* for performance on quality related aspects. The monitoring will be in the form of audits and assessments.

Quality Reporting

The *Contractor* submits a monthly quality report, on the last working day of the month. The report includes but not limited to the following:

- a) A register of NCRs and defects
- b) Updated QCP / ITP register
- c) QA monthly report summary
- d) Planned and completed local and foreign inspection dates
- e) Completed and outstanding Inspections
- f) Audit findings report

4. Procurement

4.2. Supplier Development, Localisation and Industrialisation (SDL & I) Undertaking

4.2.1. B- BBEE Requirements

Tenderer is required to improve and/or at a minimum maintain their BBEE status throughout the contract period

4.2.2. Local Procurement Content

"Local Procurement Content" refers to value added in South Africa by South African resources. Where a single contract involves a combination of local and imported goods and/or services, the tender response must be separated into its components as per the Price Schedule included with the tender documents. Local procurement content is total spending minus the imported component.

Tenderers are required to submit their proposals in the table below.

Local Procurement Content	Eskom target	Tenderer Proposal
	100%	

4.2.3. Jobs if applicable

Tenderers are required to submit proposals for the type and number of jobs that will be created and retained in South Africa as a direct result of being awarded a contract.

Type of Jobs to be created	Number of Jobs to be created

Type of Jobs to be retained	Number of Jobs to be retained

4.2.4. Skills Development

Tenderers are required to propose against the following training initiatives:

Skills Category	Eskom Target	Entry	output	Tenderers Proposal
Electrical Artisans	3	N1/Matric	N6	
Mechanical Artisans	3	N1/Matric	N6	
Total	6			

Note:

Qualifying candidates shall be currently unemployed graduates from university, Technical and Vocational Education and Training (TVET) Colleges and/or Matriculants. The skills development candidates shall be representative of the population demographics of South Africa and be sourced from the vicinity of the station.

4.2.5. SDL&I Penalty and Performance Security

Eskom will apply a penalty of 2.5% of the invoice amount for failure to meet SDL&I obligations.

Eskom will apply a penalty of 2.5% of the Contract Value for failure to meet SDL&I obligations.

For the duration of the contract, Eskom will retain 2.5% of every invoice (excluding VAT) as security for the fulfilment of all SDL&I Obligations. The retained amounts shall only be released to the Contractor upon:

- Eskom receives the SDL&I progress report/s from the contractor.
- Fulfilment of all SDL&I obligations by the contractor.
- Submission of an approved compliance report by SDL&I Department.

4.2.6. Reporting and Monitoring

- The suppliers shall on a quarterly basis submit a report to Eskom in accordance with Data Collection Template on their compliance with the SDL&I obligations described above.
- Eskom shall review the SDL&I reports submitted by the suppliers within 30 (thirty) days of receipt of the reports and notify the suppliers in writing if their SDL&I obligations have not been met.
- Upon notification by Eskom that the suppliers have not met their SDL&I obligations, the suppliers shall be required to implement corrective measures to meet those SDL&I obligations before the commencement of the following report, failing which Retention clauses shall be invoked.
- Every contract shall be accompanied by the SDL&I Implementation Schedule, which must be completed by the suppliers and returned to SDL&I representative for acceptance 28 days after contract award. This will be used as a reference document for monitoring, measuring and reporting on the supplier's progress in delivering on their stated SDL&I commitments.

4.3. Plant and Materials

4.3.1. Correction of defects

Actuators with defects will be sent back to the *Contractor's* site for fixing within 7 days of notification of the defect. The bench inspection will be required before returning to Kendal Power Station.

4.3.2. Tests and inspections before delivery

Stroke Test bench needs to be done with *Employer's* delegate for QC

5. Working on the Affected Property

5.2. *Employer's* site entry and security control, permits, and site regulations

- a. Yearly Induction is needed for access to Kendal Power Station.
- b. Gate access permit is needed for daily entry.
- c. Kendal Power Station site speed limit is 40KM/h.
- d. All *Contractor* personnel to undertake Police clearance. Certificates to be provided to the *Service Manager* at least 2 weeks before commencement of work.
- e. The contractor applies for access permits for all works exceeding four (4) weeks via the Project Manager, who will co-ordinate this.
- f. The *Contractor* applies for *Contractor's* Permits for all his employees and/or subcontractors at the Security gate, at least 24 hours prior to entry of the Kendal Power Station Security Area.
- g. The *Contractor* completes the specific form in the Kendal Power Station Contractors Safety Manual, listing all of the personnel that he intends using on site.
- h. The completed list, identified with the *Contractor's* name, contains the following information:
 - *Employee Name*
 - *Employee ID Number*
 - *Eskom Safety Co-ordinator signature*
 - *Eskom Project Manager signature*
 - *Validity Date*
- i. No permits are issued to personnel who have not attended safety induction.
- j. The *Contractor* photocopies the first page of the ID book of every one of his employees; reduced to the size 65%.
- k. This completed list, together with the photocopies of the ID books is delivered to Protective Services for the preparation of the *Contractor's* Permits.
- l. The *Contractor* allows at least 24 hours for the preparation of the security permits, before he collects the permits from the Protective Services offices.
- m. The *Contractor's* personnel are required to be in possession of a *Contractor's* Permit at all times inside Kendal Power Station.
- n. All *Contractors'* permits are submitted back to Protective Services when the workers leave the site after completion of the *works*. Failure to return the permits will result in a fee penalty for each non returned permit.
- o. The *Contractor* compiles detailed Tool Lists (obtainable from Protective Services) of all tools and equipment to be taken on site before arriving at the power station.
- p. Authorised copies of these lists are retained to be used again when the tools and equipment is removed from site.
- q. The *Contractor's* visitors and all personnel conform to the security arrangements that are in force at Kendal Power Station.
- r. Application forms for visitors are filled in by the *Contractor's* Site Manager and approved by the *Project Manager*, and submitted to the *Employer's* Protective Services office one day prior to the visit.
- s. Visitors will not be allowed on site if the necessary forms are not in the possession of security staff.
- t. The Chief Security Officer may, with valid cause, remove any of the *Contractor's* personnel from site, either temporarily or permanently. He may deny access to the site to any person whom, in the opinion of the said Chief Security Officer, constitutes a security risk.

- u. No unauthorised vehicles will be allowed on site. Only *Contractor's* vehicles with displayed Contract Vehicle Permits disks will be allowed on site. Contract Vehicle Applications are directed to the *Project Manager* for consideration and approval.
- v. The *Contractor* is restricted to the Site. The *Contractor* is forbidden to enter any other areas, and ensures that his employees abide by these regulations.
- w. Parking inside the power station is strictly forbidden, except for loading purposes.
- x. No recruiting of casual labour may be done on Eskom premises, including the area outside the Power Station Security Gate.
- y. Security personnel may search any premises, property or person within the security area of Kendal Power Station
- z. No Photographic equipment will be allowed within the security area of the Power Station without obtaining permission.
- aa. Application forms for such permission is available from the Protective Services offices.
- bb. Any person found in possession of such equipment will be prosecuted in terms of the National Key Point Act
- cc. Police clearance certificate for all Contractor's employee
- dd. Vehicles to be parked in reverse

5.3. People restrictions, hours of work, conduct and records

Kendal Power Station operating hours are as follows:

Monday – Thursday 07h15 to 16H30

Friday 07H15 to 12H15

Standby (after working hours – 1 hour response time)

The Contractor shall keep records of his people working on the affected property, including those of his Subcontractors. Service Manager shall have access to them any time.

5.4. Cooperating with and obtaining acceptance of Others

The *Contractor* will be exposed to multiple contractors working in the same plant area, and it is the *Contractor's* duty to co-operate with the other contractors and sub-contractors to achieve service delivery. The *Contractor* will interact with the other contractors or parties to comply with statutory requirements.

5.5. Records of *Contractor's* Equipment

The Contractor shall register all tools brought to site at Kendal Power Station security gate and keep the tool list safe for the duration of the contract. The Contractor is fully responsible for the tools brought to site.

5.6. Equipment provided by the *Employer*

All scaffolding on Kendal is done by the contract on site,

Hoist services will be offered on site.

All other Plant and Materials are to be provided by the *Contractor*

5.7. Site services and facilities

5.7.1. Provided by the *Employer*

- a) **Water**
- b) **All scaffolding needs will be provided by Kendal Power Station contract on site.**

- c) **Refuse Disposal**

The *Employer* provides special colour coded bins for refuse disposal. These bins are emptied by the *Employer* free of charge.

The *Contractor* ensures that all workers under his control strictly adhere to the correct use of refuse bins as stated in the Plant.

- d) **Supply of Electricity**

- *Employer* will make available to the *Contractor* 220/230-volt electrical supply free of charge from the closest existing point of supply.
- The *Contractor* is to make provision for the necessary extensions and plug points.
- All Electrical boards must be inspected and tested before connecting to a power supply and then a CoC must be issued by the *Contractor*
- The *Contractor* will adhere to the Electrical Installation Regulations

- e) **Medical Facilities**

- The *Contractor* provides a First Aid service to his employees and subcontractor. In the case where these prove to be inadequate, like in the event of a serious injury, the *Employer's* Medical Centre and facilities are available.

- f) **Toilet Facilities**

The *Employer* provides the *Contractor* access to toilet facilities.
Temporary chemical toilets are provided by the *Contractor* where deemed necessary.
Contractor shall provide everything else necessary for providing the service.

5.7.2. Provided by the *Contractor*

The *Contractor* shall provide the following but not limited to:

- *Contractor* has to have Transport for personnel coming to site.
- All vehicles provided by the *contractor* must be road worthy and comply with Kendal standards.
- *Contractor* is responsible for providing PPE to all their employees coming to Kendal Power Station.
- *Contractor* to provide Site Establishment

Consumables and other equipment to execute the work.

The provision of accommodation for *Contractor's* personnel is the responsibility of the *Contractor*.
The *Contractor* or any of his employees or subcontractors is not allowed to use the *Employer's* dining facilities. The shop next to the medical centre may be utilized by the *Contractors*.

Kendal Power Station Specific Constraints
Rev 11 August 2018
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Legend for the contract persons under the NEC Family of Contracts:

Form of NEC Contract	Eskom Holdings Limited	The contract person representing Eskom Holdings Limited	The Contracting Party	Tick ✓ and highlight the box applicable to this Contract
ECC3 – The Engineering and Construction Contract	<i>The Employer</i>	<i>The Project Manager</i>	<i>The Contractor</i>	
ECSC3 – The Engineering and Construction Short Contract	<i>The Employer</i>	<i>The Employer's Representative</i>		
TSC3 – The Term Service Contract	<i>The Employer</i>	<i>The Employer's Representative</i>		✓
TSSC3 – The Term Service Short Contract	<i>The Employer</i>	<i>The Employer's Representative</i>	<i>The Contractor</i>	
PSC3 – The Professional Services Contract	<i>The Employer</i>	<i>The Employer's Agent</i>	<i>The Consultant</i>	

Legend for the contract persons under the Eskom Holdings SOC Limited Contracts:

Form of Eskom Holdings SOC Limited Contract	Eskom Holdings SOC Limited	The contract person representing Eskom Holdings Limited	The Contracting Party	Tick ✓ and highlight the box applicable to this Contract
Eskom's Standard Condition of Tendering	<i>The Purchaser</i>	<i>The End user</i>	<i>The Supplier</i>	
SC3 – The Supply Contract	<i>The Purchaser</i>	<i>The Purchaser's Representative</i>	<i>The Supplier</i>	

1. The Contracting Party notes and complies with the following:

- Eskom Holdings Limited reserves the right to have any of the Contracting Party's personnel removed from site without cancelling the contract if, in Eskom Holdings SOC Limited's opinion, it is warranted.
- Eskom Holdings SOC Limited reserves the right to request disciplinary/corrective action if, and when, required.
- The Contracting Party operates under the direction and instructions of the Kendal Power Station Manager or such person/s as may be appointed by him if not in conflict with the Occupational Health and Safety Act and the Generation Plant and Safety Regulations.
- The Contracting Party maintains a high standard of workmanship expected by Eskom Holdings SOC Limited and complies with any quality assurance and quality procedures implemented by Eskom SOC Holdings Limited.
- The Contracting Party provides all overalls for his staff with clearly identifying motifs.
- The Contracting Party provides the necessary supervision to ensure that activities are conducted safely.

2. Security Arrangements:

- The Contracting Party applies for a photo permit (if on site for longer than two- (2) months) at Protective Services at the Kendal Power Station main security gate, prior to the start of any work on site.
- All Contracting Party's personnel are issued with a temporary access permit if not on site for at least two- (2) months which contains the following information:
 - Name
 - ID Number
 - Company
 - Validity date

- c) In order to assist Protective Services with the issuing of permits and the identification of personnel on site, the Contracting Party supplies a list of all personnel that he intends using on site, at least 24-hours prior to entry of the Kendal Power Station Security Area. This list is hand delivered to Protective Services, or can be faxed to (013) 647-9100. The list, identified with the Contracting Party's name, contains the following information:
- Employee name
 - Employee ID Number
 - Signature of the contract person representing Eskom Holdings SOC Limited
 - Copy of the first page of the ID book of every employee of the Contracting Party
- d) The list of details is completed on the special form attached to the Contractor's Safety Manual, available on request from the contract person representing Eskom Holdings SOC Limited.
- e) The Contracting Party's personnel are required to be in possession of their Contractor's Permits at all times.
- f) All Contractor Permits are submitted to Protective Services when the relevant personnel leave the site after completion of the work.
- g) Lost permits are paid for by the Contracting Party to Protective Services at a cost of R200,00 per lost permit.
- h) The Contracting Party's visitors and all personnel conform at all times, to the security arrangements in force at the time. Application forms for visitors are filled in by the Contracting Party's Site Manager and approved by the contract person representing Eskom Holdings SOC Limited, one- (1) day before the visit and submitted to the Protective Services office. Visitors are not allowed on site if the necessary forms are not in the possession of security staff.
- i) The Chief of Protective Services may with valid cause remove any of the Contracting Party's personnel from the site, either temporarily or permanently. He may deny access to the site to any person, whom, in the opinion of the said Chief of Protective Services, constitutes a security risk.
- j) No unauthorised vehicles are allowed on site. Only the Contracting Party's vehicles with displayed Contract Vehicle Permit disks are allowed on site. Contract Vehicle Permit applications are directed to the contract person representing Eskom Holdings SOC Limited.
- k) The Contracting Party is restricted to the areas associated with his place of work. The Contracting Party is forbidden to enter any other areas, and ensures that his employees, subcontractors and/or sub consultants abide by these regulations.
- l) Parking inside the Kendal Power Station building is strictly forbidden, except for loading and off-loading purposes.
- m) No recruiting of labour, casual or otherwise, may be done on the Kendal Power Station premises, including the area outside the Kendal Power Station main security gate.

Health and Safety:

2.1.Plant Safety Regulations:

- a) Eskom Holdings SOC Limited, on request from the Contracting Party, isolates required plant from all sources of danger as described in the Plant Safety Regulations
- b) Eskom Holdings SOC Limited, on request from the Contracting Party, makes available a copy of the latest revision of the Plant Safety Regulations to the Contracting Party.
- c) The Contracting Party conforms to all rules and regulations applicable to Plant Safety and completes the Workman's Register prior to working on the plant.

2.2. Fire Precautions:

- a) Any tampering with Eskom Holdings SOC Limited's fire equipment is strictly forbidden.
- b) All exit doors, fire escape routes, walkways, stairways and stair landings and access to electrical distribution boards are kept free of obstruction and are used for work or storage at any time. Fire fighting equipment remains accessible at all times.
- c) In case of fire, report the location and extent of the fire to the Kendal Power Station Electrical Operating Desk at 6795/6/7.
- d) Take the necessary action to safe guard the area to prevent injury and spreading of the fire.

2.3. Reporting of accidents:

Eskom Holdings SOC Limited follows an accident prevention policy that includes the investigation of all accidents involving personnel and property. This is done with the intention of introducing control measures to prevent a recurrence of the same incidents. The Contracting Party is expected to co-operate fully to achieve this objective. The Contractor shall notify the client of any incident occurring during the contract period preferable immediately/ before end of the shift and therefore submit the notification of the incident by means of flash report within 24 hours.

NOTE: This report does not relieve the Contracting Party of his legal obligation to report certain incidents to the Department of Labour, or to keep records in terms of the Occupational Health and Safety Act, and Compensation for Occupational Injuries and Diseases Act and Eskom incident management procedure 32-95.

2.4. Speed limit:

All vehicles are driven with due consideration for personnel and property. A maximum speed limit of 40 km per hour is adhered to on the Kendal Power Station premises at all times.

2.5. Health and Safety Arrangements:

- a) The Contracting Party ensures that all his personnel attend a Health and Safety Induction Course prior to starting with the work. A SHEQ induction session is provided by Eskom Holdings SOC Limited and is valid for the duration of one- (1) year.
- b) The Contracting Party complies with the guidelines set out in the provided SHE specification. The Contracting Party shall submit a health and safety file to the client for evaluation and approval by the Safety Risk Department before taking access of the areas associated with his place of work.
- c) Kendal Power Station Safety Risk Management reserves the right and authority to visit and inspect the Contracting Party's workplace or site establishment to ensure that tools, machinery and equipment comply with the minimum safety requirements.
- d) The contract person representing Eskom Holdings SOC Limited may instruct the Contracting Party to stop work, without penalty to Eskom Holdings Limited, where the Contracting Party's personnel fail to conform to safety standards or contravene health and safety regulations. The contract person representing Eskom Holdings SOC Limited may cause the Contracting Party to discipline his employees and to submit a disciplinary action report to Eskom Holdings SOC Limited. The Contracting Party implements additional health and safety precautions where necessary.
- e) The following Health & Safety requirements are also complied with:
 - i) The Contracting Party's proof of registration with the Compensation Commissioner and assessment of payment is verified.
 - ii) The Contracting Party demonstrates that all of his/her employees have been made aware and understand the risks and hazards associated with the type of work or activity to be carried out.
 - iii) The Contracting Party shall ensure that all employees performing work under his management have been trained and are competent to perform any work allocated to them.
 - iv) The Contracting Party demonstrates to Eskom Holdings SOC Limited that he/she is capable of providing adequate free issue (preferably SABS approved) Personal Protective Equipment (P.P.E.) for use by his employees.
 - v) The Contracting Party obtains an Eskom OHS Act section 37(2) agreement to be signed at procurement during the signing of the NEC contract, it is the responsibility of the project manager to ensure that the 37(2) agreement is signed and a copy be kept in the contractor file at procurement.
 - vi) Contractors - the Principal Contractor (Contracting Party) states if the use of contractor/s are envisaged and who the contractor/s are.
 - vii) Noisy equipment and tools - no equipment or tools > 105dB (A) are supplied or used by the Contracting Party.
 - viii) Contractors - the Principal Contractor (Contracting Party) states if the use of contractor/s are envisaged and who the contractor/s are. Proof is provided to Eskom Holdings SOC Limited that the sub-contractor/s has the necessary competence and resources to carry out the work safely and to ensure that the obligation of care to the environment is exercised.
 - ix) The Contracting Party complies with medical examination processes.

2.6. Vehicle and driver safety

All drivers, passengers and pedestrians must obey all vehicle safety requirements in terms of the National Road Traffic Act, Act No 93 of 1996, as amended, including other relevant provincial or local requirements.

Transportation of passengers

- a) The contracting party shall comply with requirements National Road Traffic Act an OHSA act.
- b) All motor vehicles driven / operated by contractors within the contract shall, in all respects, comply with the National Road Traffic Act.
- c) Eskom does not approve the conveying of passengers in the back of vehicles designed to carry equipment/loads (any truck/trailer), irrespective of whether crew cabs are fitted and seating with four-point seat belts is fitted. Eskom procedure 240-62946386.

2.7. Eskom Life Saving Rules:

- a) Five Life Saving Rules have been developed that will apply to all Eskom Holdings SOC Limited employees, agents, consultants and contractors.
- b) Due to the importance to save life's and apparatus of Eskom it is recommended that if a contractor abuse any Life saving rules, the affected work allocated to the contractor will immediately put on hold until final outcome with investigation. Safety is the combined responsibility of the team and therefore team leader or team will be disciplined together. There are five life saving rules that may not be broken by the Team Leader and his/her team.

The five Eskom Life saving Rules are as follows:

- **Rule 1:** Open, Isolate, Test, Earth, Bond, and/or Insulate before touch - that is any plant operating above 1 000 V.
- **Rule 2:** Hook up at heights - no person may work at height where there is a risk of falling.
- **Rule 3:** Buckle up – no person may drive any vehicle on Eskom business and/or on Eskom premises unless the driver and all passengers are wearing seat belts.

Eskom takes a "ZERO TOLERANCE" attitude to drivers and passengers who do not wear safety belts when driving in any vehicle on Eskom Business and/or on Eskom premises. The violation of this very important safety rule as well as any safety rule while performing work for or on behalf of Eskom may result in Eskom terminating your obligation to perform work in terms of your contract with Eskom.

All occupants must wear their safety belts properly, and must never put the shoulder belt under their arm or behind their backs. Drivers and all passengers must buckle-up at all times for the sake of themselves and their families.

- **Rule 4:** Be sober (no person is allowed to work under the influence of drugs or alcohol).
- **Rule 5:** Use a permit to work – where an authorization limitation exists, no person shall work without the required permit to work.

2.8. Thermal and Flash Suits – Personal Protective Equipment (If applicable)

The following Health & Safety requirements are also complied with:

- a) **Policy:**
Generation Policy GGP 36-941 Rev 0 – "SAFETY MEASURES AND APPROVED PROTECTIVE CLOTHING AND PERSONAL PROTECTIVE EQUIPMENT AGAINST THERMAL HAZARDS OF AN ELECTRIC ARC FOR METAL CLAD SWITCHGEAR (UP TO 11Kv) NOT INTERNAL ARC PROOF" was issued in February 2008, and all Generation BU's are to comply with it.

b) Standard:

Standard GGS 36-941 Rev 0 - "SAFETY MEASURES AND APPROVED PROTECTIVE CLOTHING AND PERSONAL PROTECTIVE EQUIPMENT AGAINST THERMAL HAZARDS OF AN ELECTRIC ARC FOR METAL CLAD SWITCHGEAR (UP TO 11Kv) NOT INTERNAL ARC PROOF" was issued in February 2008, and sets out the requirements to ensure safety with this plant.

c) Procedure:

A proper Procedure is required at each Station to ensure that all involved and affected staff are fully aware of the dangers attached to MV and LV Switchgear, and the approved methods of managing the risks involved.

For externally mounted Switchgear, GGS 36-942 prescribes the following standard Flash Protection Boundaries:

FLASH PROTECTION BOUNDARY	
VOLTAGE (VOLTS)	DISTANCE (METERS)
50 TO 750	0.9
750 TO 1,000	1.2
1,000 TO 11,000	4.8

2.9. Plant Safety Regulations - Appointment of a Responsible Person, Appointed Person and/or an Authorised Supervisor (36-681)

The OHSA states that anyone entering Eskom Holdings SOC Limited's premises must adhere to its set of regulations, i.e. Plant Safety Regulations, as Eskom Holdings SOC Limited is responsible for the Contractor's safety while they are on Eskom Holdings SOC Limited's sites.

It is required that all Contractors must appoint a Responsible Person or an Authorised Supervisor to supervise work done by the Contracting Party.

An Appointed Person can be appointed by the Contracting Party to do isolations if required.

2.9.1. Process to appoint a Responsible Person, Appointed Person and/or Authorised Supervisor

The Contracting Party will identify a person who will represent him as a Responsible Person, Appointed Person and/or an Authorised Supervisor. The Contracting Party may send more than one person for training.

The appointed person/s will be trained by Eskom Holdings SOC Limited. There are two Formal sets of training, i.e. Theoretical Training and Practical Training

2.9.2. Training

i) Practical training

The Contracting Party will send a representative for training to become a Responsible Person, an Appointed Person and/or an Authorised Supervisor to be instructed in the Practical aspects of the plant, Isolations, Plant Identification, Plant systems etc.

ii) Theoretical training

During his practical training period, the representative of the Contracting Party must attend a theoretical course of 5 days for a Responsible Person and 2.5 days for an Authorised Supervisor. From the time that the person has written the Exam for the theoretical test to the time that he must appear before the Authorisation Committee is three months.

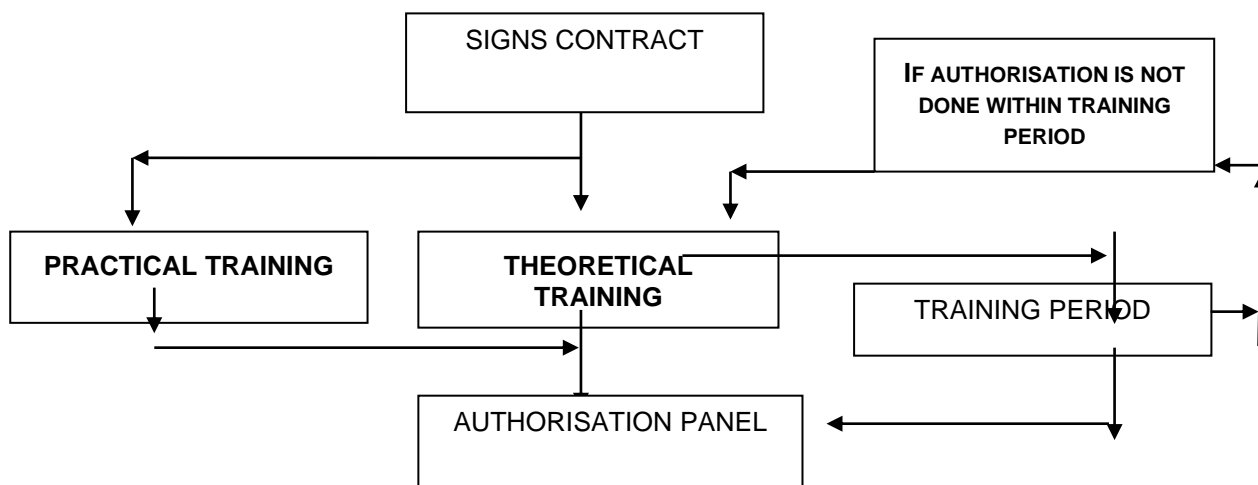
If he does not appear before the Authorisation Committee during the three months, he must redo the theoretical exam.

The duration and cost for Practical and Theoretical training, as a package, will be determined by Ms Matshego Koto (Legislation Instructor – Kendal Power Station).

He can be contacted at +27 13 647 6999, to arrange for training.

The costs will be handled as a compensation event.

2.9.3. Training process



2.9.3.1 Costs related to training

The Contracting Party will be responsible for all costs related to the training. The costs must be shown separately in the price list.

2.9.3.2 Accreditation and validity period and area

A certificate will be issued to the Responsible Person, an Appointed Person and/or an Authorised Supervisor which will be valid for 2 years and it will only be applicable to Kendal Power Station.

If a person who is authorised moves from one Contracting Party to another, his/her authorisation automatically lapses.

2.9.3.3 Contact Person - Kendal Power Station

Ms Matshego Koto (Legislative Instructor - Kendal Power Station) is the custodian at Kendal Power Station for the above training and accreditation and he can be contacted at Tel +27 13 647 6999.

No work will be done at Kendal Power Station by the Contracting Party if she did not appoint an accredited Responsible Person for Kendal Power Station.

2.10. Authorisation of contractors in term of ORHVS (Operating Regulations for High Voltage Systems) and PSR (Plant Safety Regulations):

Eskom Holdings SOC Limited employs many contractors to work not only on new installations but to a greater extent on existing plant and networks and the contractors are therefore required to comply with Eskom Holdings SOC Limited's relevant regulations.

To enable contractor's staff to be authorized as responsible persons or other authorizations in terms of the ORHVS, PSR, and Directive ESKADAAU4 there has been much speculation as to what the requirements are in terms of the OHS act.

In order to clarify these issues, many discussions with our Legal department and consulting advocates had taken place and the following are minimum requirements to ensure that reasonable steps are taken.

1. It is absolutely necessary at the outset to stipulate in the tender documents what the requirements are in terms of the ORHVS and PSR. These requirements must include (inter alia):
 - Competencies required of the contractor or their employees.
 - What knowledge of the ORHVS and PSR parts thereof, is required by the relevant persons.
 - The scope of the contractor's responsibilities in terms of any authorizations.
 - What the contractor will be required to satisfy with respect to the requirements of the OHS Act.

2. Contracts shall include:
 - In terms of Section 37(2) of the OHS Act an agreement to ensure compliance by the mandatory with the provisions of the Act. It is not possible to quote a single standard that will cater for all contracts, each contract shall be handled on a case by case basis.
 - The above-mentioned requirements that were requested in the call for Tender.
 - The contractor's person designated in terms of Section 16 of the Act. The contractor shall also declare in writing their employees competent in terms of the relevant requirements.
3. Once a contract is awarded, the Eskom Holdings SOC Limited person designated in terms of the General Machinery Regulation 2, shall ensure the following before work in terms of the ORHVS and PSR is done.
 - The contractor or their employees shall be evaluated against the scope of authorization.
 - The Eskom Holdings SOC Limited regulations applicable to the scope of the work to be done shall be handed to the contractor. Depending on the nature of the contract it may be beneficial for the contractors person/s requiring authorization to attend the relevant formal regulation course.
 - With regard to the actual authorization the contractor shall declare in writing their Section 16 appointee competent and define the extent of his responsibility. The Eskom Holdings SOC Limited GMR2 appointee shall approve the acceptability of the contractor's Responsible Person (Section 16 appointee) or shall authorize any other duties in terms of the ORHVS and PSR
 - All authorizations shall be for specific contracts and limited to a specific time frame.
 - Notwithstanding the Section 37(2) agreement that was concluded between Eskom Holdings SOC Limited and the contractor, Eskom Holdings SOC Limited is not absolved from a "Duty of Care" requirement over the "mandatory". This implies that for example, when contractors are working on, or in close proximity to Eskom Holdings SOC Limited's live apparatus they shall be supervised to the extent of what would be considered reasonable.

2.11. Barricading / Screens and Scaffolding:

The Contracting Party provides and installs barricades and warning devices to ensure that equipment and persons are not exposed to danger or to prevent access to dangerous areas. Eskom Holdings SOC Limited supplies scaffolding. Arrangements of such is made at least one- (1) week in advance by the Contracting Party. (Tampering of any approved scaffold is not allowed for any adjustments – The contract person representing Eskom Holdings SOC Limited is notified for any adjustments.

2.12. Asbestos (if applicable):

- a) All stripping of asbestos material shall be undertaken strictly in accordance with the Kendal Power Station management of asbestos and asbestos containing material work *1018298 and other relevant standards and updates, with special reference to the asbestos regulations according to the Occupational Health and Safety Act number 85 of 1993.
- b) The contract person representing Eskom Holdings SOC Limited advises the Contracting Party whether areas that are to be stripped of lagging have been identified as containing asbestos. If the Contracting Party is not sure whether lagging contains asbestos, he is to notify Safety Risk Management who will identify whether the lagging contains asbestos.
- c) The Contracting Party shall be obliged to ascertain from the contract person representing Eskom Holdings SOC Limited in advance whether areas required to be stripped are non-asbestos. Any contractor, other than the contractor appointed to remove asbestos shall strip lagging material containing asbestos fibres.
- d) The contractor appointed to remove asbestos, may not begin removal without first obtaining the necessary permission from the Inspector of Labour and Risk Management.

3. Construction/ Erection/ Maintenance work on site:

- a) The Contracting Party is responsible for the provision of all or any temporary or expendable materials required allowing for storage of material.
- b) The Contracting Party is responsible for the safeguarding, care and security of all items whilst in the Contracting Party's custody and control, until completion of the work.
- c) The Contracting Party is responsible for all craneage and equipment that is required to complete the work.

- d) The Contracting Party is responsible to check and verify correctness of civil work installed by others prior to commencement of installation/erection.
- e) The Contracting Party is responsible for the repair, replacement or correction as necessary of any and all items of plant and/or materials supplied by Eskom Holdings SOC Limited, which are damaged and/or lost while in the Contracting Party's custody and control.
- f) The site where the work was done must be clean when the Contracting Party leaves Eskom's premises.

5. Use of Eskom Holdings SOC Limited's Tools and Equipment:

- a) For the purpose of expediting the work, Eskom Holdings SOC Limited may make facilities and services available to the Contracting Party at no cost to the Contracting Party. The Contracting Party will not receive any reimbursement or make any change to the beneficial use of the facilities or services.
- b) Eskom Holdings SOC Limited may allow the Contracting Party, for the execution of the work, the reasonable use of its workshop, cranes, tools and equipment, provided that the Eskom Holdings SOC Limited's own work and business are not interfered with in any manner by such use. The Contracting Party shall leave all workshops, cranes, tools and equipment in as good a condition as he found them, fair wear and tear excepted, and shall be liable for any damages as a result of any act of negligence by the Contracting Party, his employees or sub-contractor while using such workshop, cranes, tools and equipment.
- c) The Contracting Party is responsible for the repair, replacement or correction as necessary of all pieces of tools and equipment supplied by Eskom Holdings Limited which are damaged and/or lost whilst in the Contracting Party's custody and control.
- d) The Contracting Party ensures that any one of his employees or subcontractor, operating hoist equipment belonging to Eskom Holdings SOC Limited, is authorised by the Contracting Party.

6. Plant Identification Labels:

The Contracting Party replaces or repairs all plant identification labels that are removed or damaged during the execution of the work.

7. Quality Requirements:

- a) Quality requirements for Engineering and Construction Works QM 58 is adhered to. This document is available on request, from the contract person representing Eskom Holdings SOC Limited.

8. Waste Disposal:

All waste introduced to and/or produced on Eskom Holdings SOC Limited's premises by the Contracting Party for this contract, is handled in accordance with the minimum requirements for the Handling and Disposal of Hazardous Waste in terms of Government Legislation as proclaimed by the Department of Water Affairs and Forestry Act, 1994 Ref: ISBN0621-16296-5.

9. Hazardous substances

If any products used by the Contracting Party are classified as a hazardous substance, Material safety data sheet, must accompany delivery in accordance with the Occupational Health and Safety Act (OHSA), Act 85 of 1993 section 10 and Hazardous chemical substance regulations.

If any hazard is identified by the Contracting Party, he immediately informs the contract person representing Eskom Holdings SOC Limited.

The Contracting Party must make sure that hazardous waste is not dumped in improper areas at the Station, it should be handled according to the above Act. The site where the work was done must be clean when the Contracting Party leaves Eskom's premises.

10. Environmental Requirements:

The Contracting Party ensures that the following environmental requirements are complied with at all times:

- Environmental Management System (ISO 14001, 2015)
- Kendal Waste and Recycling Management Work Instruction (*1024102). All waste must be disposed in a legal manner and environmental department must be provided with a waste manifest and safe disposal certificate.
- Non-Conformance, corrective and preventive Action *1017357.

- Environmental Legal and other requirements *1015685.
- Environmental communication *1015692.
- Environmental Management procedure for contractors *1018332.
- The contractor must have an oil spill kit on site and a trained person in oil spillage management.
- The contractor must provide the department with Environmental file which must be checked and approved by environmental department before the contractor can start to work.
- The contractor must report any Environmental incident immediately to environmental department.
- No water shall be drained into the clean water dam/ storm water drains.

11. Contracting Party terms and conditions of employment

The terms and conditions of employment of the Contracting Party is made available to the contract person representing Eskom Holdings SOC Limited before any work commences.

12. Rigging, working at elevated places and with mobile equipment (if applicable)

The Contracting Party ensures that:

- a) all the necessary resources (people, materials and tools, etc) are available.
- b) all his employees who are appointed in terms of the OHS Act are trained and made aware of their legal liabilities (16(2)'s, etc).
- c) all supervisors and drivers are trained in the HIRA technique of risk assessment.
- d) where applicable, special tools/auxiliary equipment such as tractors, trailers, cranes and any mobile equipment are inspected and declared fit and roadworthy for the task at hand.
- e) adequate Risk Assessments are conducted in advance to identify all the anticipated hazards associated with the task/activity. Special attention is given to rigging, working at elevated places and with mobile equipment.
- f) pre-job briefs are conducted before commencement of the planned activities. The detail of the task and the details of the anticipated hazards are explained and mitigation measures are understood by all.
- g) during the task execution regular job observations by the incumbent supervisor takes place, especially where high risks had been anticipated.
- h) for each task/activity the relevant Procedure/Works Instruction is current and approved.

13. Accommodation:

Eskom Holdings SOC Limited does not supply accommodation. The Contracting Party provides accommodation for his employees and the cost for this is deemed to be included in the contract prices.

14. Messing Facilities:

Eskom Holdings SOC Limited does not provide meals. The Contracting Party provides meals for his employees and the cost for this is deemed to be included in the contract prices. However, the Contracting Party can make use of the Tuck-shop on site.

15. Medical Facilities:

Eskom Kendal Power Station Medical Centre and Ambulance assistant facilities are available for incidents occurring within Kendal Power Station Boundaries.

Eskom Kendal Power Station Medical Centre is entitled however to recover the reasonable costs incurred in respect thereof from the Contracting Party.

After-hours all incident must be reported to Kendal Power Station Electrical Operating desk 013 647 6795, Internal Pax 7911.

16. Scrap Removal

Scrap bins are provided at set points. These are for scrap metal only and not for cement or any other form of debris. The Contracting Party takes cognizance of the fact that scrap metal and rubber are stored in two different locations.

17. Irregularities

In accordance with Eskom's Directive "ESKADABK9 - Protecting Disclosure of Crime and Irregularities in the Workplace", the Contracting Party is encouraged to report any crime and irregularities in accordance with the provisions of the Protected Disclosures Act 26 of 2000 as follows:

1. You may direct any concerns or process related queries, in writing, to the Kendal Power Station Manager.

2. Kindly include the following information with your concerns:

- 2.1: Enquiry or Purchase orders number (if available).
- 2.2: Date of enquiry or purchase order.
- 2.3: Name of person or buyer.

3. Contact details of the Kendal Power Station Manager is as follows:

Kendal Power Station
The General Manager
Mr Kobus Steyn
Private Bag X7272
Witbank
1035 Mpumalanga
Fax: 013 647 9115

4. Alternatively, to disclose any concerns or process related queries you may contact:

Eskom's Corporate Investigations and Security

Phone toll free: 0800 11 27 22
Speak to a person: (011) 800 4444
Via the Internet: ciands@eskom.co.za

All information will be handled and dealt with extreme confidentiality.

18. Abuse of alcohol and/or intoxicating substances

Eskom Kendal Power Station will test the Contracting Party's employees for being under the influence of alcohol and/or intoxicating substances on an ad hoc basis. The Contracting Party informs his employees that such behaviour is in contravention of the Occupational Health and Safety Act and Eskom Life Saving Rules Procedure (Rule 4 :Be Sober). The Contracting Party shall enforce compliance to these rules and implement disciplinary measures where the rules are contravened. Should such behaviour persist, Eskom Holdings SOC Limited reserves the right to review this contract. The Contracting Party's co-operation in this regard is paramount.

19. Assessment and Invoicing

To enable payment, the Contracting Party ensures conformance to the following:

- An official 4500..... Order Number is available BEFORE commencing work.
- An assessment is jointly completed by the contract person representing Eskom Holdings Limited and the Contracting Party and that they are in agreement on at least the following:
 - * Completed scope
 - * Completed quantity
 - * Value of work completed
- Preparation of an invoice in accordance with the assessment and deliver it directly to the Accounts Payable Department at the Commercial Building, Kendal Power Station.
- A copy of the invoice is forwarded to the contract person representing Eskom Holdings SOC Limited.

Invoices - Value-Added Tax Act No 89 of 1991 (the VAT Act)

A valid invoice is an invoice that corresponds per line to the applicable valid order, complies with all tax law requirements and is addressed to Eskom Holdings SOC Limited for attention, Kendal Power Station.

Particulars to be included on the Contracting Party's Tax Invoice:

Contract number and/or Order number
The word "TAX INVOICE" in a prominent place (preferably at the top of the page)
An individual serial number (tax invoice number)
Name, address and VAT registration number of the Contracting Party *
Name, address and VAT registration number of Eskom Holdings SOC Limited *
(Eskom Holdings SOC Ltd, Kendal Power Station - VAT No 4740101508)
Date of issue of Tax Invoice

A full and proper description of goods delivered and/or service/s rendered
Quantity or volume of goods or services supplied *

Where the supply is subject to VAT at the standard rate, the following in Rand:

- The value, VAT amount and consideration OR
- The total consideration with a statement that VAT is included @ 15% OR
- The total consideration and the amount of VAT charged

Address where service was rendered

Value and VAT amount

Task Order number

Discounts

- * These two requirements do not apply where the consideration (VAT inclusive amount) is less than R3 000,00.

Scanned tax invoices sent by e-mail are not acceptable to Eskom Holdings SOC Limited- only original tax invoices are considered for payment.

Address where invoices are to be forwarded

invoiceseskomlocal@eskom.co.za

20. Cost Price Adjustment (CPA) implementation

If CPA is applicable, the contract person representing Eskom Holdings SOC Limited and the Contracting Party confirms the increase/decrease with the buyer BEFORE the revised prices are stated on the Invoice.

21. Invoice price versus order price

It is important that the value stated on the Invoice corresponds with the Order. If the Invoice value is different to the Order value payment is likely to be delayed. The Contracting Party confirms that there are no discrepancies on the Invoice to ensure timely payment in accordance with the contractual terms of payment. Any discrepancies are resolved by the Contracting Party with the Buyer BEFORE it is submitted for payment.

22. Labour

All labour laws must be adhered to.