



MATLA POWER STATION

SCOPE OF WORK

Document Identifier	14593	Rev	7
Effective Date	October 2024		
Review Date	October 2027		

PLANT AREA: Matla Power Station

TITLE: *Provision of Security Services at Bokmakiere and Bachelor Flats for a period of 60 months*

REF:QA/QC 002	Reference Rev No:1	MULTIDISCIPLINARY: No	Plant Level: All
COMPILED BY	Name: <i>Chris Van Der Merwe</i> Systems Engineer/End User	Signature:	Date: <i>2025/03/05</i>
APPROVED	Name: <i>Thabo Mashego</i> Line Manager	Signature:	Date: 2025/03/05
APPROVED	Name: <i>Elias Katasa</i> Group Manager	Signature:	Date: 25/03/2025
REVIEWED	Name: <i>Dorah Mkhonto</i> Quality Department	Signature:	Date: 31/03/2025
REVIEWED	Name: <i>Isaac Mokoena</i> Occupational Health and Safety	Signature:	Date: 03/04/2025
REVIEWED	Name: <i>Bethuel Moeng</i> Environmental Department	Signature:	Date: 04/04/2025

NB: Do not tamper with the template.

GENERAL

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- Data books, reviews, reports, and diagrams/drawings shall be submitted to Engineering after the completion of the work. Engineering to forward the data books to Quality Department (Document Control)
- All QCP's to be submitted to Engineering and Quality for approval prior to outage/project or maintenance work commencement.

SCOPE OF WORK DESCRIPTION / ACTIVITY	PROCEDURE, SPECIFICATION, ENG. REQUIREMENTS / DOCUMENTATION	HOLD POINTS, WITNESS, REPORTS	RESPONSIBLE PARTY
1.1 Occupational Health and Safety	<ul style="list-style-type: none">• Health and safety file should be approved by Safety risk management department prior to any work commences on site• All work is to be done in accordance with OHS Act 85 of 1993, Matla plant procedures and Plant Safety Regulations. (240-150642762).• Matla power station SHEQ Induction must be done before access to site can be granted• The contractor should ensure that all employees have acquired the required competency for the task they are performing.• The contractor to ensure compliance to updated legal requirements and other requirements.• BUY QUIET: All stakeholders are encouraged to purchase or rent quieter machinery, equipment, and tools to reduce worker noise exposure, contribute towards compliance to OHSA noise exposure limits and ultimately reduce the risk of noise induced hearing loss.	Eskom to witness.	Contractor

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1.2	Environmental Management.	<ul style="list-style-type: none">All activities listed in the National Environmental Act 107 of 1998, EIA Regulations as amended, must have environmental AUTHORISATION before commencement of work.The contractor shall comply with all applicable legal and other requirements.The polluter pays principle will be applied.The contractor manager shall ensure compliance with Eskom Matla Environmental procedures to ensure the prevention of pollution (refer: OMOP 4090 and 4402).The last payment will be processed based on the status of the last housekeeping check sheet (Annexure C: OMOP 4402) of designated area.EMS file based on ISO14001 will be required.	Eskom to witness.	Contractor
1.3	Quality Management	<ul style="list-style-type: none">The contractor/executioner of work will be responsible for drawing up all QCP documentation and this must be approved by engineering and authorised by the Quality Department before commencing with the work.Contractors/executioner to adhere to QM 58 and OMOP4497 requirementsNumber of NCR issued can affect your next tendering process.The QCP shall be signed progressively by the Engineer/Supervisor, Eskom QC Inspector, Contractor QC Inspector and/or AIA.No procuring of outage items without the approval of scopes by quality	Hold point	Contractor

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		<ul style="list-style-type: none">• All outage scopes creep and scopes addition should be approved by quality• No contractor should be in the possession of scopes for execution without the scopes approved by quality• The contractor is subjected to quality auditing at any point in time during execution of scope		
1.4	Inputs from other departments			
1.5	Commissioning reference			

SCOPE OF WORK DESCRIPTION / ACTIVITY	PROCEDURE, SPECIFICATION, ENG. REQUIREMENTS / DOCUMENTATION	HOLD POINTS, WITNESS, REPORTS	RESPONSIBLE PARTY
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		<p>Company registered with PSIRA as a security service provider.</p> <ul style="list-style-type: none">• Chapter 3 Section 20. Paragraph 1[a] <p>Section 25 and regulation</p> <ul style="list-style-type: none">• PSIRA Registration number• PSIRA Armed reaction registration• Company's director with a minimum Curriculum Vitae, PSIRA Grade A/B, Police Clearance Certificate, qualification and Valid		
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		<p>SAPS competency in business purpose</p> <ul style="list-style-type: none">• Section Team leader Armed. Grade A/B Monday - Friday• 1x PSIRA Grade A/B, Grade 12, supervisor for day shift with Armed Reaction [Firearm competency for Business purpose Rifle, Pistol and Shut Gun]• 1x PSIRA Grade A/B, Grade 12 Supervisor For night shift with Armed Reaction [Firearm		
	Day Shift-Monday-Sunday			
	Night Shift Monday-Sunday			
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Day Shift-Monday-Sunday	<ul style="list-style-type: none">competency for Business purpose, Rifle, Pistol and Shut Gun]4 x PSIRA Grade C Grade 12, personnel with Armed Reaction [Firearm competency for Business purpose Rifle, Pistol and Shut Gun]4 x PSIRA Grade C Grade 12, personnel with Armed Reaction [Firearm competency for Business purpose Rifle, Pistol, and Shut Gun]1x 4x4 Patrolling vehicle		
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Duties of Security personnel	The nature of duties shall entail but shall not be limited to the following: <ol style="list-style-type: none">1. Patrolling, monitoring, safeguarding of affected critical and vulnerable plant and other random proactive patrols in and around targeted areas.2. Fully kitted uniformed security officers equipped with appropriate personal protective equipment, appropriate arms, to manage and control violent incidents or other situations3. Immediate deployment to crime or incident scenes		

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		<ul style="list-style-type: none">4. Fast and effective high-risk tactical response services5. Intervention /reaction to any life-threatening situation[s] on Eskom sites6. Ability to mobilize and deploy Teams at short notice within reasonable and acceptable timeframes7. Situational reports and a complete operational report-Daily briefings and debriefings on location [issuing of task]8. Safeguarding of critical/vulnerable assets until the crime situation has stabilized			
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		<ol style="list-style-type: none">1. Execution of crime prevention patrols and armed response at the critical network infrastructure and hotspot areas including any other specified Eskom Properties.2. Visiting and patrolling of Eskom sites at irregular intervals and not in a specific, to detect the presence of unauthorized, person, suspicious activities, or occurrences that may endanger personnel or critical network infrastructure.3. Prevention of unauthorized removal of Eskom assets from Eskom sites and network infrastructure.4. Perform armed response activities to Eskom office, and hotspot areas in the assigned area of operation.		
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		5. Provide escort duties to Eskom employees and contractors while working in hotspot areas and as required by Eskom. 6. The patrol team will be expected to report for the duty at a specified Eskom site before commencement		
Security Officer		<ol style="list-style-type: none">1. All security officers must be registered with PSIRA at the required grade2. Security officers must be always in possession on their PSIRA and company 1.0 card3. Armed security officers must possess firearm competency certificates [issued by SAPS] and carry it all times4. Armed security officers must always carry firearms permits as per the firearm control act		

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FIREARMS			
	<ol style="list-style-type: none">1. providers name may be utilized as per this contract.2. The contractor must ensure provision of equipment/facilities for making firearms safe. A procedure to that effect, should also be in place.3. Each armed security officer must be provided with two full [ammunition] magazines.		
Vehicle Type	The service provider must ensure that security officers private firearms are not utilized for their business purposes In terms of this contract 4x4 Vehicle		
Duration	60 Months		

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BILL OF MATERIAL

	Full description of Material/Spares/Equipment	Specifications of Material/Spares/Equipment	Stock No	Part Number	Required Quantity

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SCOPE COMPILATION REFERENCES				
SOURCE & Ref No.	Yes	No	N/A	Comments
Previous outage service reports				
Return to service data packages				
Maintenance Strategy with Rev number				
SAP defects (attach list as appendix)				

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GHRMS (STEP) reports				
(Generation Heat Rate Management System)				
Online Condition Monitoring				
Pre-outage performance test results				
Post outage performance test results				
GPSS/ Plant Performance data on UCLF incurred				
OMS / IIRMS recommendations (Audits Reports)				
Risk controls (IRM system)				
Previous audits and reviews (e.g. ERAP)				
Engineering Change Requests (Projects)				
LOPP strategy reports				
URS				
Philosophy (Outage)				
Condition Monitoring Report				
VA/PHD Viewer trends				
Corrective Actions				
CARAB reports				
Statutory Requirements				
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Grid code requirements				
Waivers and Exemptions				
Calibration requirements				
Previous Outage SOW variations				
Post Mortems Actions from previous outages				
Pre-Outage plant walks				
Risk based Inspection (RBI) report				
Simulation, TOIs, OON, SI				

COMMENTS

ATTACHMENTS: DRAWINGS, SKETCHES, DIAGRAMS, INSTRUCTIONS, etc

ATTACHMENTS: DRAWINGS, SKETCHES, DIAGRAMS, INSTRUCTIONS, etc			
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