

	<b>OHS SPECIFICATION</b> <b>Aviation Helicopter Maintenance Contract</b>	<b>Apollo &amp; Centralised Services</b>
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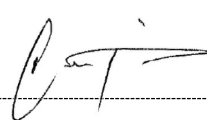
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## 1. Introduction

NTCSA Division is part of Eskom Group that is mandated for the planning, operating and maintaining NTCSA assets throughout their economic life, provides access to an interconnected NTCSA system and influences customer demand and behaviour.

NTCSA Division develop optimal plans and engineering solutions for the expansion, maintenance and refurbishment of the power NTCSA network as well as providing a technology and asset management service to ensure that the integrated power system is reliable, adequate and secure.

The Division execute projects related to the capital expansion, strengthening and refurbishment of NTCSA assets as well as construction management of NTCSA networks required for the integration of new generators and loads. Ensure a reliable and sustainable NTCSA network through operating, maintaining and commissioning of new assets.

Eskom's responsibility and commitment is to ensure a safe working environment is in line with its Safety, Health, Environmental and Quality Policy, along with legislative obligations.

This OHS specification is Eskom the minimum requirements which are required to be met for the specific contract and for the duration of the contract period by contractors and where required, the delivery organisation. Eskom NTCSA's responsibility and commitment is to ensure a safe working environment is in line with its Safety, Health, Environmental and Quality Policy, along with legislative obligations.

This OHS specification is Eskom NTCSA's minimum requirements which are required to be met for the specific contract and for the duration of the contract period by contractors and where required, the delivery organisation.

**The contractor is expected to develop an OHS plan which meets these requirements as well as all the relevant applicable legislation they conform to.**

**Eskom NTCSA's in no way assumes the contractor's legal responsibilities. The contractor is and remains accountable for the quality and the execution of his/her health and safety programme for his/her employees and appointed contractor employees.**

This OHS specification reflects minimum requirements and should not be interpreted as all encompassing.

**Note 1:** All the requirements listed here under are in relation to the contract and do not supersede or replace any organizational OHS requirements.

Where requirements listed are already in place, then the organisational requirements must be taken cognisance of and listed in the respective OHS plans. If there are any additional Eskom and or legislative requirements listed in the OHS specification, then these must be addressed.

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## 2. Supporting Clauses

### 2.1 Scope

This OHS specification lists the legislative and Eskom NTCSA's requirements and where applicable, any requirements pertaining to Local Authorities / Municipal by-laws / Environmental legislation that must be met by the contractor.

#### 2.1.1 Purpose

This document will provide a standardised approach to the compilation of OHS specifications throughout Eskom NTCSA for contracts, standards and NEC 3 contracts.

#### 2.1.2 Applicability

This OHS specification is applicable to any contracting organisation who intends tendering for the Eskom Aviation Helicopter maintenance contract.

### 2.2 Normative/Informative References

Parties using this document shall apply the most recent edition of the documents **(not limited to)** listed in the following paragraphs.

#### 2.2.1 Normative

- [1] Basic Conditions of Employment Act No 75 of 1997.
- [2] Occupational Health and Safety Act and Regulations No 85 of 1993.
- [3] National Environmental Management Act 107 of 1998.
- [4] National Road Traffic Act 93 of 1996.
- [5] 32-37 Eskom Substance Abuse Procedure.
- [6] 32-136 Contractor Health and Safety Requirements
- [7] 240-62196227 Life- saving Rules
- [8] 240-62946386 Vehicle and Driver Safety Procedure
- [9] 32-95 Environmental, Occupational Health and Safety Incident Management Procedure
- [10] 32-727 SHEQ Policy

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[11] Consolidated COVID-19\_Directive\_Workplace Health & Safety\_ Government Gazette 43751\_ GNR 1031\_ 01 October 2020.

### 2.2.2 Informative

[12] Tobacco Products Control Act 83 of 1993 (Updated 2011.05.19)

[13] SANS 1186 Symbolic Safety Signs

[14] Constitution of the Republic of South Africa No 108 of 1996

[15] Consolidated COVID-19\_Directive\_ Workplace Health & Safety\_ Government Gazette 43751\_ GNR 1031\_ 01 October 2020

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## 2.3 Definitions

Definition	Explanation
<b>Appointed contractor</b>	Means a contractor appointed by the principal contractor
<b>Baseline risk assessment</b>	(32-520) baseline operational risks refer to the health and safety risks associated with all standard processes and routine activities in the business
<b>Controlled disclosure</b>	controlled disclosure to external parties (either enforced by law, or discretionary).
<b>Client</b>	Eskom representative (Internal – Asset Owner), also referred to as the contract administrator/custodian or agent or Contract Manager (as defined in the contract). He/she is the person responsible for ensuring that the works or services are executed in terms of the contract, as well as adherence to legislation pertaining to the contract.
<b>Competent person</b>	(OHS Act) means any person having the knowledge, training, experience, and qualifications, specific to the work or task being performed, provided that, where appropriate, qualifications and training are registered in terms of the South African Qualifications Authority Act, 1995 (Act No. 58 of 1995)
<b>Contractor – includes appointed contractor</b>	means an employer as defined in section 1 of the Act who performs contract work and includes principal contractors
<b>Consultant</b>	means a person providing professional advice
<b>Duty of care to the environment</b>	(32-136) anybody who causes or has caused or may cause significant pollution or degradation of the environment must take reasonable measures to prevent such pollution or degradation from occurring, continuing, or recurring. If such harm to the environment is authorised by law or cannot reasonably be avoided or stopped, such person must minimise and rectify such pollution or degradation of the environment
<b>Employee</b>	(OHS Act) means, subject to the provisions of subsection (2), any person who is employed by or works for an employer and who receives or is entitled to receive any remuneration or who works under the direction or supervision of an employer or any other person

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Definition	Explanation
<b>Employer</b>	(OHS Act) means, subject to the provisions of subsection (2), any person who employs or provides work for any person and remunerates that person or expressly or tacitly undertakes to remunerate him/her, but excludes a TES (ex-labour broker) as defined in section 1(1) of the Labour Relations Act 1956 (Act No. 28 of 1956)
<b>Eskom requirements</b>	Eskom requirements flowing from directives, policies, standards, procedures, specifications, work instructions, guidelines, or manuals
<b>Hazard</b>	(OHS Act) means a source of, or exposure to, danger
<b>Hazard identification</b>	(OHS Act) means the identification and documenting of existing or expected hazards to the health and safety of persons, which are normally associated with the type of construction work being executed or to be executed
<b>Health and safety file</b>	(OHS Act) means a file or other record, containing the information in writing required by the construction regulations.
<b>Health and safety plan</b>	(OHS Act) means a site, activity or project specific document plan in accordance with the client's health and safety specifications.
<b>Health and safety specification</b>	(OHS Act) means a site, activity or project specific document prepared by the client pertaining to all health and safety requirements related to construction work.
<b>Health and safety requirements</b>	means comprehensive health and safety requirements for a contract, project, site, and scope of work. This specification is intended to ensure the health and safety of persons, both workers and the public, and the duty of care to the environment. The health and safety requirements must be specific to each contract, project, site, and scope of work
<b>Organisation</b>	may be defined as a group of individuals (large or small) that is cooperating under the direction of executive leadership in accomplishment of certain common objects
<b>Principal contractor</b>	(In the text of this document) Means an employer, as defined in section 1 of the OHS Act, who intends to tender for or has signed a contract with Eskom for services rendered.

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Definition	Explanation
<b>Responsible Manager</b>	Is a Manager of a department, section or operating/business unit who has been appointed as part of the Eskom delegation of authority process with the aim to assist the applicable 16(2) assigned person in executing his/her duties in terms of the Occupational Health and Safety Act
<b>Risk assessment</b>	(OHS Act) means a programme to determine any risk associated with any hazard at a construction site in order to identify the steps needed to be taken to remove, reduce, or control such hazard.
<b>Service provider</b>	any private person or legal entity that provides any service(s) to Eskom for compensation
<b>The Act</b>	(OHS Act) means the Occupational Health and Safety Act No. 85 of 1993, as amended, and the Regulations thereto
<b>Visitor</b>	Any person visiting a workplace with the knowledge of, or under the supervision of, an employer.

## 2.4 Abbreviations

Abbreviation	Description
<b>BU</b>	Business Unit
<b>CE</b>	Chief Executive
<b>COID Act</b>	Compensation for Occupational Injuries and Diseases Act
<b>DMR</b>	Driven Machinery Regulations
<b>DoL</b>	Department of Labour (Inspection and Enforcement services – Provincial office)
<b>EP</b>	Emergency Preparedness
<b>EAP</b>	Employee Assistance Program
<b>ERfW</b>	Environmental Regulations for Workplaces
<b>GAR</b>	General Administrative Regulations
<b>GSR</b>	General Safety Regulations
<b>HCS</b>	Hazardous Chemical Substances
<b>LDV</b>	Light Delivery Vehicle
<b>MSDS</b>	Material Safety Data Sheets
<b>NEMA</b>	National Environmental Management Act

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Abbreviation	Description
OHS Act	Occupational Health and Safety Act and Regulations, 85 of 1993
SABS	South African Bureau Standard
SANS	South African National Standard

## 2.5 Related/Supporting Documents

Eskom NTCSA's OHS Act section 37(2) agreement to be signed at procurement during the signing of the NEC contract, it is the responsibility of the Contract Manager to ensure that the 37(2) agreement is signed, and a copy be kept in the contractor file at procurement.

## 3 Specification

### 3.1 Scope of work

#### Introduction

The appointed service provider will be responsible for the maintenance, inspection, and support of the organisation's helicopter fleet in compliance with SACAA regulations (Part 21, Part 43, Part 91 and Part 127) where applicable and manufacturer requirements.

The objective is to ensure continued airworthiness, operational readiness, and safety of the aircraft fleet.

#### Services Required

##### Scheduled Maintenance:

- Performance of all inspections in accordance with the Approved Maintenance Programme (AMP) / Manufacturer's Maintenance Manual (MM).
- Completion of hourly, calendar, and special inspections and all relevant inspections as required.
- Compliance with Service Bulletins (SBs), Airworthiness Directives (ADs), and Mandatory Modifications.
- Accurate recording of maintenance in aircraft logbooks and electronic tracking systems.

##### Unscheduled Maintenance & Incident/Accident Repairs:

- Troubleshooting and rectification of defects reported by maintenance manager/pilots or identified during inspections.

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- Repairs from incidents /accidents and supply of associated spares as and when required. Incidents/accidents repairs shall be carried out by only one Aircraft Maintenance Organisation (AMO) as outlined in CIVIL AVIATION REGULATIONS (CAR)127.06.2(4) b.
- Availability of qualified engineers for AOG (Aircraft on Ground) support within agreed response times though out the country.

**Component Management:**

- Removal, replacement, and overhaul coordination of life-limited parts (LLPs).
- Tracking of component hours, cycles, and expiry dates.
- Support with service exchange, loan, or rental units where necessary.

**Airworthiness Records & Documentation:**

- Maintenance of complete, accurate aircraft technical records.
- Updating of logbooks, service records, and electronic systems.
- Maintenance release certificates as per SACAA Regulations.
- Support for SACAA audits and airworthiness reviews.

**Supply of Aviation Specialized equipment and Tools.**

- Supply of aviation specialized equipment and tools e.g. (Operational equipment/Technical equipment and tooling).

**Parts & Supply Support:**

- Procurement and management of OEM-approved spare parts, lubricants, and consumables.
- In case of long lead times or unavailability of spares, the contracted AMO shall source rental /lease components as and when required.
- Storage and handling of parts in accordance with SACAA and OEM requirements.

**Quality & Safety Compliance:**

- Compliance with SACAA regulations, OEM instructions, and operator policies.
- Implementation of safety and quality procedures (SMS & QMS).
- Availability of AMO approvals for required scope (e.g., airframe, engine, avionics).

**Personnel Requirements:**

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- Appropriately licensed AME(s) (Helicopter type-rated – e.g., Bell 407, Airbus H125, etc.).
- Evidence of CV's and Aircraft Maintenance Engineer Licenses.

**Deliverables:**

- Aircraft released to service with valid maintenance release.
- Updated maintenance records/logbooks.
- Monthly maintenance status report to the Operator.
- Compliance status for ADs, SBs, and ASBs.

**Response & Availability:**

- AOG response within [48] hours.
- 24/7 contact availability for urgent support.
- Maintenance support at operator's base and field locations.

**Performance Standards:**

- Compliance with SACAA regulations.
- On-time completion of scheduled maintenance.
- Corrective actions closed within agreed timeframe.
- Minimum fleet availability target: [e.g., 95%]

**Contract Management:**

- Regular performance review meetings with operator's (P:RA/Contract Manager).
- KPIs and SLAs to be agreed (availability, turnaround time, defect rectification).
- Provider to maintain valid AMO approval for the duration of contract.

A copy of the scope of works must be retained by the contractor.

**Note:** The contractor who will be awarded this contract will be known as the "principal contractor" and any contractor appointed by the principal contractor will be known as the "appointed contractor."

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## 3.2 Legal Compliance

### 3.2.1 Section 37(2) (Legal) Agreement

A section 37(2) agreement must be signed between Eskom NTCSA and the principal contractor at the time of awarding the contract. The principal contractor must ensure that a section 37(2) agreement is compiled between the principal contractor and all their appointed contractors for the contract.

The original copy of the section 37(2) agreement must be retained by the contractor and a copy retained by the responsible Contract Manager.

A copy of all the agreements must form part of the respective contractor's OHS file

### 3.2.2 Hazardous work by children (Child Labour)

The constitution of the Republic of South Africa, in the "Bill of Rights" is clear on the rights of children, especially when it comes to:

*17.being protected from exploitative labour practices.*

*18. not to be required or permitted to perform work or provide services that*

*i. are inappropriate for a person of that child's age; or*

*ii. place at risk the child's well-being, education, physical or mental health or spiritual, moral or social development and the Basic Conditions of Employment Act, Chapter six Section 43 "Prohibition of employment of children".*

Before resorting to the use of child labour, due consideration must be given to the rights of the child in terms of the constitution. Where work is being performed which is not prohibited in terms of the constitution, then such work must be conducted in terms of the OHS Act "Regulations on Hazardous Work by Children in South Africa" with emphasis on paragraph 2 Purpose and Interpretation. Eskom does not condone the use of child labour and therefore all effort must be exercised, and child labour should not be used.

### 3.2.3 OHS Act

The Principal Contractor and appointed contractors shall have an up to date copy of the OHS Act and regulations which will be available to all employees.

### 3.2.4 Legislative compliance

All contractors will comply with all the legislation pertaining to this contract being:

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- The Constitution of the Republic of South Africa (particularly Section 24 of the Bill of Rights).
- Occupational Health and Safety Act 1993 (Act 85 of 1993) and its Regulations.
- Compensation for Occupational Injuries and Diseases Act.
- National Environmental Management Act 107 of 1998.
- National Road Traffic Act 93 of 1996.

### 3.3 Eskom Requirements

All contractors shall, before commencement of the contract ensure that all their employees are familiar with the relevant Eskom NTCSA's OHS documentation that is applicable to contract services.

#### 3.3.1 Appointment of a contractor

The principal contractor will be appointed by Eskom NTCSA on the awarding of the contract and will be responsible and accountable for all legislative and Eskom NTCSA's requirements for the duration of the contract.

#### 3.3.2 Appointment of sub-contractors

The Principal Contractor may appoint contractors to assist in the contract. All appointments shall be done in writing and will form part of the OHS plan that is required to be submitted to Eskom NTCSA. Adequate training and instruction must be given to the appointees, and the principal contractor must ensure that all the appointed contractors understand their roles and responsibilities.

**Note:** Copies of contractor appointments must be kept in the respective OHS file.

#### 3.3.3 SHEQ policy

A SHEQ policy is a statement of intent and a commitment by the organisation's GCE /MD and Senior Management in relation to the relevant OHS roles and responsibilities, the achievement of their strategic objectives, values of integrity, customer satisfaction, excellence, and innovation.

The Principal Contractor and all appointed contractors, if already not in place, will be required to compile an organisational SHEQ policy in line with their OHS responsibilities. The policy must be signed by the organisation's CE or the appointed assistant to the GCE/MD OHS Act Section 16(2). The policy must be displayed in a prominent place within the workplace. A copy of the policy must be filed in the contractor OHS files and attached as an annexure in the OHS Plan.

#### 3.3.4 COID

The principal contractor and all his/her appointed contractors shall be registered with an appropriate employment compensation commissioner and have available a valid letter of good standing (LoG)

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from such commissioner. The obligation lies with the contractors to ensure that the LoG remain valid throughout the contract period. A copy of the LoG must be filed in the contractor OHS files.

### 3.4 Substance Abuse

1. Alcohol and substance abuse poses a significant threat to any business, more so in industrial incidents and the driving of vehicles. Eskom is therefore, entitled to take reasonable steps to ensure that intoxicated persons are identified and prevented from entering Eskom NTCSA's Aviation premises.
2. General Safety Regulation 2A is clear on the legal stance regarding intoxication.
3. **The alcohol and drug permissible level is 0%.**
4. All contractors shall comply with Eskom's procedure 32-37 ("Substance Abuse Procedure"), taking into account that this is an Eskom Life-saving Rule number 4: BE SOBER", this means anyone entering the Eskom NTCSA Aviation premises will be subjected to ad hoc alcohol testing.
5. Contractors are encouraged to compile their own manual and to carry out regular alcohol testing of their own employees. The legislative alcohol level is deemed to be zero.
6. Test records must be treated as "Confidential" and filed in the employees' personal file.

### 3.5 Occupational Health, Hygiene and Rehabilitation

All contractors are required to develop an Occupational Health, Hygiene and Rehabilitation program. The program is intended to ensure that the risks to health are identified and controlled.

#### 3.5.1 Medicals

**Note:** Eskom NTCSA will only accept medical surveillances conducted by an Occupational Health Practitioner who holds a qualification in occupational health.

1. Principle contractors must ensure that their employees and their appointed contractor employees have a medical surveillance program whereby their employees undergo entry, periodic and exit medical fitness examinations.
2. In order for the appropriate medical examinations to be conducted, each employee must have a man job specification, which must indicate the description of work, list of hazards and potential occupational exposure limits, physical hazards and required physical attributes.

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3. Medical fitness certificates shall be renewed annually for employees who are working on site. This shall be maintained until completion of the contract.
4. The Principal Contractor must ensure that his / her employees and appointed contractor employees have undergone pre-entry medical examination before starting work on the contract.
5. The principal contractor shall provide a documented process for managing those employees who are issued with a conditional certificate of fitness.

### 3.6 Appointments

For the duration of the contract, the principal contractor and all appointed contractors shall appoint competent employees who will meet the requirements of the OHS Act.

Where appointments are made, contractors shall ensure that the appointees have been suitably trained and or informed of their responsibilities before getting them to accept such appointment.

The relevant statutory appointments shall be made in accordance with the requirements of the OHS Act which includes the requirement of a competent person being appointed in the relevant roles.

The statutory appointments should include but not limited to: Incident investigator, risk assessor, SHE representative, Contract Manager and 16(2) appointments.

### 3.7 Slips, Trips and Fall

Slips, trips and falls accidents are preventable. It is critical to frequently survey your work environment to avoid potential issues. Slips, trips and falls can happen in any workplace. They can occur at the entry of a building, in the kitchen, during loading of material and even as you walk outside the building. Slips, trips and falls are the leading cause of workplace accidents and injuries in terms of the Eskom 2018/19 incidents records. The supplier is expected to do the following:

1. Identify hazards that could contribute to slips, trips and fall incidents and develop a risk register.
2. Conduct workplace safety induction/awareness to make all employees aware of dangers in their work environment and also encourage reporting of unsafe conditions
3. Conduct workplace inspections to identify hazards and ensure corrective actions are implemented
4. Conduct behavioural safety observations to identify and correct unsafe conditions and behaviours.

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5. Discuss slips, trips and falls incidents (case studies) to raise awareness.
6. Communicate defects reporting process to all employees to ensure proper housekeeping

### 3.8 Risk Assessments

It is a legal requirement in terms of Section 8 (2)(d) of the OHS Act for an employer to carry out risk assessments to establish what hazards to the health and safety of persons are attached to any work which is performed, any article or substance which is, handled, stored, transported. A risk assessment is defined as an identification of the hazards present in an organisation and an estimate of the extent of the risks involved, taking into account whatever precautions are already being taken. It is essentially a three stage process:

- identification of all hazards.
- evaluation of the risks.
- measures to control the risks.

Risk assessments are required to be maintained. This means that significant changes to a process or activity, or any new process or activity should be subjected to a risk assessment and that if new hazards come to light during the work process, then these should also be subjected to risk assessments. Risk assessments for long term processes should be periodically reviewed and updated. Method statements or written safe work procedures are an effective method as information and record of the way jobs / tasks must be performed. Prior to start of work, risk assessments on every job / task are ideal to allow managers and employees to assess any inherent risks that could have been overlooked during the initial risk assessment or any changes that might have occurred in a period of absence. In particular, if a job / task is extended over a day or halted due to inclement weather.

### 3.9 Safe Work Procedures and Practices /Safe Operating

There must be written safe work procedures for all activities, the safe work procedures must be aligned with the risk assessments.

### 3.10 Personal Protective Equipment Requirements

1. The Principal contractor must provide a detailed programme that includes the issuing, maintenance and replacement of PPE for all his employees and appointed contractors on site.
2. All contractors shall comply with the requirements of GSR 2 of the OHS Act.

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3. The risk based PPE matrix must be compiled detailing the types of PPE that is required to be issued to employees performing the respective tasks.
4. Where there are unusual instances where particular activities require additional type of PPE, then a risk assessment must be conducted where such PPE requirements will be identified, and the issuing be carried out.
5. All contractors shall ensure that their visitors wear and use the correct PPE whilst on worksites.
6. Where PPE is required and visitors are not in possession of, then it is the individual contractor's responsibility to provide the PPE.
7. All PPE purchased and used by all contractor employees including visitors must comply with the relevant SANS standards.
8. Where deemed as a requirement, then high visibility vests shall be worn.

### 3.11 Incident Investigation

All incidents shall be investigated in terms of OHS Act General Administrative Regulations 8 and 9, using Eskom Procedure 32-95 as a reference, and where injuries as contemplated in sections 24 and 25 have been sustained, be reported to the Department of Labour.

Contractors shall use the standard General Administrative Regulation Annexure 1 "Recording of an Incident" form for all incident investigation reports. The objective of incident investigation should not only be a legal requirement but should establish why and how the incident occurred and find out the real root cause of the incident and to decide on precautionary measures that are required to address the root cause to prevent any further recurrences of the same or similar incidents.

### 3.12 Emergency Management

The art of emergency preparedness and response is to minimise the effects of any emergency and to restore normal activities as soon as practical.

#### 3.12.1 Response to Injuries

Eskom Aviation will provide the First aid facilities for employees that will get injured on the Eskom Aviation site,

The Contractor will be responsible for arranging for transportation for employees that gets injured within the Eskom Aviation site that requires treatment that doesn't fall within a scope of the first aider and needs to be rendered by a medical professional

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### 3.12.2 Response to Firefighting measures

The contractor will not be expected to provide the appointed fire fighter and firefighting equipment whilst working in the Aviation premises. Eskom Aviation will be responsible for firefighting measures where the contractor will be working should a need arise.

### 3.13 Compressed Gas Cylinders

General Safety Regulation 9 and SABS 1548 shall apply. Storage areas should be a minimum of 30 meters from all buildings. Storage areas shall be securely fenced in an open mesh cage, in a shaded area, on stable and solid surfaces. For security and ventilation purposes, a wire mesh fence should surround the storage area. The enclosure shall be kept locked.

Hazard and danger warning signs must be prominently displayed at storage area, e.g.

- No Smoking
- No Naked Flames
- Contractor Identification and Emergency Contact information

Adequate ventilation must be provided. Cylinder cages shall be maintained in the open air. Storage areas must be kept free from all combustible materials; no other materials must be stored in cylinder enclosure.

Full cylinders must be kept apart from empty cylinders in a clearly designated area so that it will not be necessary to open valves to check whether cylinders are empty or full.

Cylinders must always be chained separately in an upright position in appropriate cylinder stands. Cylinders must be stored in rows with aisle in-between for ease of access and removal in the event of a fire or emergency. Adequate firefighting equipment provided by the Contractor must be readily available. Cylinders for reactive gasses (e.g. oxygen and acetylene) shall be stored separately.

Flammable and oxidising gasses must not be stored together. Greases and oils must never be allowed to come in contact with Oxygen. Cylinders will only be allowed on site in an approved trolley, properly secured and with a chain.

All gas cylinder torches to have flashback arrestors fitted on both sides (tank and torch).

### 3.14 Hand Tools and Pneumatic Tools

All hand tools (hammers, chisels, spanners, etc.) must be inspected by the user prior to use. All pneumatic tools should be numbered, recorded and inspected at least monthly.

The Equipment should be numbered or tagged so that it can be properly monitored and inspected.

The Contractor shall ensure that any user of a pneumatic shall have their hands protected when operating near adjacent objects that could cause injury.

Tools with sharp points in toolboxes must be protected with a cover. No make-shift tools on site.

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All cold chisels used on site shall be fitted with a hand guard to prevent hand injuries in case of a miss with the hammer.

Compressed air shall never be used for any purpose other than that for which it is provided. Compressed air should never be used to remove dust from clothing. Hoses shall be orderly and safely routed in order to prevent tripping hazards.

The Contractor shall ensure that the appropriate cut resistant PPE is worn by the user. Cut resistant material coverage should include the forearm of the non-knife holding hand unless other safety measures are taken.

### **3.15 Portable Electric Tools**

All powered tools shall be examined before use to ensure general serviceability and the presence of all applicable safety devices.

The electric cord and electric components shall be given an especially thorough examination.

All equipment shall be inspected and documented on a monthly basis, at a minimum, and colour coded to designate such inspection.

Electrical tools shall be used only within their capability and shall be operated in accordance with the instructions of the manufacturer.

All tools shall be kept in good repair and shall be disconnected from the power source while repairs are being made.

### **3.16 Ladders (Portable)**

All ladders shall have an identification tag, logged in a ladder register, and inspected on a monthly basis by a competent person and by the user prior to use.

Damaged ladders shall be marked as "DAMAGED" and removed from the Site (or at other places, if any, as may be specified under the Contract as forming part of the Site) and replaced with ones in good condition.

All ladders used for access shall be secured.

Portable metal ladders shall not be used in the vicinity of energized electrical circuits. Portable straight ladders shall not be used without non-skid bases.

The ladder shall be placed so that the distance between the bottom of the ladder and the supporting point is approximately 1/4 of the ladder length between supports.

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### 3.17 Audits

OHS Audits may be carried out un-announced or announced by the Eskom Contract Manager or Health and Safety Practitioner.

The Contractor's OHS Plan implementation and OHS file will be audited against a compliance checklist by Eskom's representative

### 3.18 Non-Conformance and Compliance

1. Any non-compliance to any health and safety requirement in this SHE specification is subject to discipline in terms of the Eskom Procurement and Supply Management Procedure.
2. Principal contractors are required to implement a non-conformance procedure (if not already in place) for issuing to contractors for transgressions. The procedure can include "quality" related non-conformance issues. Similarly, appointed contractors must implement a non-conformance procedure.
3. The procedure for the issuing and closing off of non-conformance reports shall be strictly adhered to.
4. Contractor Manager must monitor the close out non-conformances issued, in not doing so, any recommendations made may not be implemented.
5. Where non-conformances are issued by Eskom NTCSA, then one of the close-out steps of the procedure will be for the offender to be called by the responsible Contract Manager to explain the non-conformance issued and what plan is in place to prevent a recurrence of the non-conformance.
6. Should the contractor fail to provide adequate PPE to their employees for the tasks being performed and/or to visitors; failure to enforce the wearing of such PPE will be viewed as a transgression of the legislative and Eskom requirements

## 4 Acceptance

Nil.

## 5 Revisions

Nil

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