

	<p style="text-align: center;">Scope of Work</p>	<p style="text-align: center;">Group Capital</p>
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Title: The Provision of Bus Transportation for Group Capital Division Employees at Medupi Power Station for a duration of 17 Months, starting from 01 August 2026.

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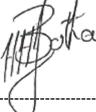
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1. Introduction

The provision of staff bus transportation is required for Eskom Medupi Power Station Project employees (GCD) to facilitate home-to-work-to-home transport.

The areas to be serviced include Onverwacht, Lephalale Town and Marapong. The service will initially accommodate approximately 80 employees; however, passenger numbers may increase or decrease over time depending on operational requirements. All transport services must be provided using 22-seater buses.

By prior arrangement and on an ad hoc basis, buses may also be required for weekend home-to-work-to-home transport, including the transportation of overtime workers. In addition, ad hoc transport may be required for representatives from the traditional councils of Shongoane, Abbotsport and Seleka, as well as other stakeholders within a 90 km radius, to and from the Project site to attend meetings or stakeholder engagements as required by the Stakeholder Department.

2. Supporting Clauses

2.1 Scope

2.1.1 Purpose

The purpose of this document is to provide a scope of work for the Provision of Bus home-work-home Transportation for Medupi Power Station Project (GCD) Employees, including ad hoc requests for Eskom employees during weekends and for other Departments/Stakeholders to various areas outside Lephalale.

2.1.2 Applicability

This document shall apply to Medupi Power Station Project (Group Capital Division).

2.1.3 Effective date

This document will be effective from the latest date of authorisation.

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2.2 Normative/Informative References

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

2.2.1 Normative

- [1] ISO 9001:2015 Quality Management System Requirements.
- [2] OHS ACT Occupational Health and Safety Act, 85 of 1993.
- [3] ISO 45001 Occupational Health and Safety Management System Standard.
- [4] ISO 14001 Environment Management System Standard.
- [5] National Environmental Management Act of 2008.
- [6] The National Road Traffic Act Requirements (NRTA)

2.2.2 Informative

- [7] ISO 9001 Quality Management System – Requirements.
- [8] 32-1232 Manage Fleet Services.
- [9] 32-129 Procedure for Managing Eskom’s Business Vehicle Scheme.
- [10] 240-124499452 Medupi Project Document Management Work Instruction.
- [11] 240-124499000 Medupi Project Records Control Work Instruction.
- [12] 32-95 Occupational Health and Safety Incident Management Procedure.

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2.3 Definitions

TERM	DEFINITION
Ad hoc	As and when required through prior notification
Client (Employer)	Eskom Holdings (PTY) Ltd. – Medupi Group Capital Division
Contractor	Service provider contracted to provide a specific service to the Client
KUDU	Association within the transportation field
Transportation	Provision of bus-transportation services to Medupi GCD projects

2.4 Abbreviations

Abbreviation	Description
B-BBEE	Broad Based Black Economic Empowerment
COIDA	Compensation for Occupational Injuries and Diseases Act
CSS	Construction Site Support Department
GCD	Group Capital Division
HIRA	Hazard Identification and Risk Assessment
ISO	International Organisation for Standardisation
KPA	Key Performance Area
KPI	Key Performance Indicator
NEC3 (TSC)	NEC Terms Service Contract
OHSA	Occupational Health and Safety Act, 85 of 1993.
PPE	Personal Protective Equipment
PWD	People with disabilities
QMS	Quality Management System
RACI	Responsibility roles (Responsible, Accountable, Consulted & Informed)

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Abbreviation	Description
SABS	South African Bureau of Standards
SDL&I	Supplier Development, Localisation and Industrialisation
SHEQ	Safety, Occupational Health, Environment and Quality
SSA	Site Specific Agreement

2.5 Roles and Responsibilities

a) Responsible

The Contractor shall be responsible for:

- 22-Seater Busses.
- Authorized drivers for public transport.
- PPE and Uniforms for the drivers.
- Proof of cover for passenger liability insurance.
- Communication devices for drivers.
- The Contractor transporting Labor within the Project/Power Station should ensure that they meet the following requirements in accordance with the licenced Act.
 - Vehicles (transporting) must be registered and licensed within the Limpopo Province.
 - Worker Transportation Permits in the name of the transporter, and Once the Contract is awarded, the Service Provider is expected to obtain a valid Worker Transportation Permit from the Department of Transport.
 - Membership of either Ellisras Local Taxi Association or KUDU Association, etc. refer to Workers Permit and National Land Transport Act 5 of 2009

The Employer shall be responsibility for:

- Identifying safe on and off-loading areas at Medupi Power Station Project site.
- Identifying Bus routes with pick-up/off-load points.
- Arrange and provide access permits.
- General assistance and support if required.

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b) Accountable (also approver or final approving authority)

The Departmental/Functional Manager

The one ultimately answerable for the correct and thorough completion of the deliverables or task, and the one who delegates the work to those responsible. In other words, an accountable person must sign off (approve) work that the person responsible provides. There **must** be only one accountable person specified for each task or deliverable.

c) Consulted (sometimes counsel)

Supportive Departmental/Functional Managers

Those whose opinions are sought, typically subject matter experts; and with whom there is two-way communication.

d) Informed

Departmental Manager

Those who are kept up to date on progress, often only on completion of the task or deliverable, and with whom there is just one-way communication.

Table 1: RACI Matrix

Process Step	Contracts Manager	Contracts Supervisor	Contractor	Employer
Document compiler and provide contract management function and support	A,R	R,A,I	I	I,C
Review and provide technical support on the defined scope	A,R	R,A,I	I	I,C
Executes the scope as per this document.	C,I	A	A,R	I
Reviews the works executed by the Contractor for acceptance and provides Project Management, Contract Management and Payment functions in accordance with the scope of works and the contract.	R,A,C,I	R,A,C,I	I	A,C

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Process Step	Contracts Manager	Contracts Supervisor	Contractor	Employer
Legal Authorities	R	C,I	A,R	I

2.6 Related/Supporting Documents

- [1] Daily Inspection Sheet.
- [2] Driver Risk Profile Assessment Document Content

3. Document Content

3.1 Scope of Work

The required scope of work is to provide Bus transport - home-work-home for Medupi Power Station Project Employees, including ad hoc requests for Eskom employees during weekends and for other Departments/Stakeholders to various areas outside Lephalale.

3.2 Working Times

3.2.1 Work starting and finishing times:

Normal days

- Mondays to Thursdays, employees start 07h00 and finish at 16h30.
- Friday employees finish work at 13h30.

Pay weekends (Month end)

- Thursday knock off time is 14h30 and Friday employees are off.

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Bus schedules must take into consideration travel times and pick up point times, this information must be stated by the Contractor. Any changes or further information can be obtained from Fleet Management.

3.3 Employer`s Requirements for the service

- The supplier to submit a maintenance program for all busses and allow Eskom Medupi Power Station site representative to visit and evaluate the workshop where maintenance will be done.
- All vehicles are required to undergo scheduled servicing within a reasonable timeframe upon reaching their service due date.
- All the busses must be equipped with SABS approved seatbelts.
- Eskom shall carry out monthly inspections on each bus in conjunction with the bus driver and shall give a detailed report to the contractor.
- The contractor guarantees that they are qualified and properly equipped to render the service and they are fully conversant with the legal provisions regarding the service to be rendered and shall undertake to abide by such legal provisions.
- The contractor shall always comply with all legal requirements in respect of the required service and shall always be the holder of all licences, permits and certificates that may be required in terms of all legislation.
- The contractor shall operate the said bus service in a reasonable, proper, and efficient manner and shall ensure that these employees conduct their appointed task in a proper and workman-like manner.
- The contractor shall always ensure the continuity of the service. The contractor shall abide by the detailed timetables and routes which are approved by Medupi Power Station Project. The Medupi Power Station Project however reserves the right to amend the foresaid timetables and routes from time to time in consultation with the contractor.

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- Any changes to the service agreed to between Medupi Power Station and the Contractor may result in a decrease of the number of busses required to operate the service or if additional busses should be required, then busses of similar condition shall be introduced to the fleet. Medupi power Station reserves the right to reduce the bus or busses depending on the scope of work.
- The contractor to supply Medupi Power Station with roadworthy certificate of each vehicle.
- Drivers must be in uniform of supplier`s choice (no sneakers or caps allowed).
- Drivers must have vehicle safety training or advanced driving certificates.
- All drivers must have Public Driving Permit (PDP), EC1/04 or EC license certificate.
- Contractor must at least have one replacement vehicle available immediately in case of breakdowns.
- Contractor must have communication to all vehicles in operation. Driver needs to always have a communication devise.

3.4 Vehicle Specifications

All busses must comply with, as a minimum the South African Road Traffic Regulations regarding the Transportation of people and meet or exceed Eskom`s vehicle Safety standard 32-345.

- Passengers and staff should wash their hands before and after they have been on the bus. Non-contact greeting to be used and cough into a tissue or the elbow.
- Staff should frequently clean and disinfect objects surfaces that are touched regularly using standard cleaning products.
- Use posters to remind staff to wash their hands often. Follow general hygiene advice and not travel to work if they are unwell.
- Daily clean and disinfect the bus.

3.5 All busses must have

- All busses to have visible signage indicating that no eating is allowed on the bus (Driver & Passengers).
- Vehicles must have roadside assistance (breakdown service assistance).

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- Steps must have anti-slip breads.
- All vehicles must have an emergency contact number of the supplier affixed to the right hand top rear side of the vehicle for 24hrs usage.
- One bus must have wheelchair access for PWD (People with Disabilities).
- All vehicles must have a warning sign, 2 x triangle and the fire extinguisher.
- Spare wheel, wheel spanner and vehicle jack.
- Vehicles must have a spill kit to contain any fuel or hydraulic oil spills/leaks should they occur.
- All seats must be covered in soft cloth and not vinyl material.
- Vehicles used to carry Eskom employees must comply with The National Road Traffic Act requirements (NRTA).
- Vehicles must have SABS approved three-point safety belt for every seat.
- The driver`s seat must be adjustable. The driver`s compartment must be partitioned as per the NRTA specification.
- Vehicles must not have fold-up or jockey seat.
- Vehicles must have at least two emergency exits for every 12 passengers.
- Vehicles must have a yellow reflective tape that must be fitted at height of between 250mm and 1.5m from the road surface to both sides as well as across the rear covering 80% of the vehicle in compliance with NRTA.
- Vehicles must have a speed warning sign (100km/h) at the back of the vehicle.

3.6 Records

This includes but are not limited to:

- List of defects and corrections (defect notification report).
- Daily, weekly and weekend attendance register/s.
- Safety and Environmental reports / records as per SHEQ Department requirements.

3.7 SHEQ

3.7.1 Health and Safety Management

The *Contractor* shall comply with the health and safety requirements contained on the Occupational Health and Safety Act (OHSA Act 85 of 1993) and its Regulations, *Employer* policies and procedures as well as contract requirements. It is esse

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that the *Contractor* is conversant with *Employer* safety procedures training prior commencing any work on site. Failure to comply shall result in the *Employer* suspending execution of services and removing the *Contractor* from site until compliance is achieved. The *Employer* may terminate the contract depending on the situation and risks to people, plant and equipment, reputation and the *Employer's* business of electricity supply.

The *Contractor*, shall always, consider itself to be the "*Employer*" for the purposes of the OHS Act and shall not consider itself under the supervision or management of the *Employer* regarding compliance with the SHEQ requirements. The *Contractor* shall furthermore not consider itself to be a subordinate or under the supervision of the *Employer* in respect of these matters. The *Contractor* is always responsible for the supervision of its employees, agents, suppliers, *Contractors*, and mandataries and takes full responsibility and accountability for ensuring they are competent and aware of the SHEQ requirements and execute the works in accordance with the SHEQ requirements.

Should the *Contractor* appoint *Contractors* the Subcontractors shall carry responsibilities of a client as per Construction Regulation 2014.

The *Contractor* shall ensure that all statutory appointments and appointments required by the management system are in place, and that all appointees fully understand their responsibilities and are trained and competent to execute their duties. The *Contractor* supervises the execution of their duties by all such appointees.

The *Contractor* shall appoint a safety officer who will be responsible for the premises relevant to this contract and liaise with the *Employer* safety department accordingly to ensure compliance to health and safety requirements. As a minimum the appointed safety officer should have a National Diploma – Safety management or environmental health. SHE professionals (which include Safety Officers) are required to register as professionals with the SACPCMP.

The *Employer*, or person appointed by the *Employer*, may at any stage during the period of this contract:

a) Conduct health and safety audits regarding all aspects of compliance with the SHEQ requirements, at any off-site place of work, or the site establishment of the *Contractor*.

The *Employer* expects the *Contractor* to engage in safety culture initiatives in line with the *Employers* SHEQ policy and value, Zero Harm.

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3.7.2 Compliance with Legislation and other requirements

It is required that all *Contractors* on the project comply with the relevant applicable legislation, specifications, and standards in accordance with the scope of the project.

When there is an amendment to acts and/or to the regulations, the OHS plan must be reviewed, updated accordingly, and send through to the client. Changes must be communicated to all relevant employees.

3.7.3 SHE Induction and Access to Site

All the employees of the *Contractor* must attend the *Employers* SHEQ induction course provided by the *Employer* before commencement of the works will be allowed on the Site. It is the responsibility of the *Contractor* to ensure that all employees have attended the safety induction. *Contractor* shall further develop and train all its employees on company specific SHEQ induction. Proof of yearly induction should be always easily identifiable/available. Only once this induction has been received, will each employee receive a site access permit.

3.7.4 Contractor: Details, Accountabilities and Responsibilities

The *Contractor* carries primary accountability and responsibility for the health and safety of his/her employees within his/her working area, as contemplated by Section 37(2) of the OHS Act No. 85 of 1993 and Regulations. None of the additional safety requirements specified by the *Employer* reduces the *Contractor's* accountability and responsibility for the health and safety of his employees within his working area.

The *Contractor* shall have a disciplinary process and an organisational structured procedure to deal with employees who have transgressed organisational and legal requirements.

The *Contractor* shall provide a list of names and contact telephone numbers of all his employees on site. This list shall be updated as and when new employees commence on site.

Employees are responsible for their own health, safety, and that of their co-workers in their respective areas of work on the project.

Employees must be made aware of their responsibilities during induction and awareness sessions some of which are:

- a) Familiarising themselves with their workplaces and health and safety procedures.

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- b) Working in a manner that does not endanger them or cause harm to Others.
- c) Keeping their work area tidy.
- d) Reporting all incidents/accidents and near misses.
- e) Protecting fellow workers from injury.
- f) Reporting unsafe acts and unsafe conditions.
- g) Reporting any situation that may become dangerous.
- h) Carrying out lawful orders and obeying health and safety rules.
- i) Declaring to the *Employer* if taking medication, which may have intoxicating effects.
- k) An employee does have the right not to work in any area or perform any task where that employee has reasonable justification to believe that the work situation presents a danger to his/her health and safety, organizational assets or the environment.

It must be highlighted to all employees, that anyone who becomes aware of any person disregarding a health & safety notice, instruction or regulation shall immediately report this to the person concerned. If the person persists, stop the person from working and report the matter to the *Project Manager* immediately.

3.7.5 SHE Competency and Organogram

N/A.

3.7.6 COID and UIF requirements

The *Contractor* shall be registered with an appropriate employment compensation commissioner and submit proof of good standing with the commissioner. The *Contractor* shall, before the commencement with work on site, furnish the *Employer* with proof of a valid registration through a certificate of good standing in terms of the Compensation for Occupational Injuries and Diseases Act, (COID Act), 130 of 1993 and that all payments due to the commissioner are discharged. This cover shall remain in force during the contract and shall be the responsibility of the *Contractor* to ensure validity. The letter of good standing shall reflect the name of the *Contractor*.

3.7.7 Occupational health and safety policy

Contractors shall support the *Employer* SHEQ policy.

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3.7.8 Mandatory agreements

A Section 37(2) agreement must be signed between the *Employer* and the *Contractor* at the time of awarding the contract. A signed copy of this agreement is submitted to the *Employer* prior to commencement of any activity on site. The *Contractor* must ensure that a section 37(2) agreement is signed between them and all their appointed Subcontractors for the contract.

Copies of all agreements must form part of the *Contractor's* OHS file.

3.7.9 Annexure B: Eskom SHE Rules and Requirements

Annexure B is the acknowledgement of the *Employers* SHE rules, and requirements form signed and submitted by the *Contractor*.

3.7.10 Health and safety (SHE) file

The *Contractor* shall compile a SHE (Safety, Health and Environmental) file as per *Employer's* safety file requirements. The *Contractor* shall also ensure that the health and safety file; which shall include all documentation required in terms of the provisions of act and these regulations; is opened and kept on site and made available to an inspector and/or the *Employer* upon request.

The *Contractor* at the end of the project shall submit health and safety file to the *Employer*.

3.7.11 Health and safety management plan

The *Contractor* shall provide and demonstrate to the *Employer* a suitable and sufficiently documented health and safety plan, based on the *Employer's* health and safety specification contemplated in regulation 5(1)(b) provided by the client.

3.7.12 Hazard identification and Risk assessment

It is a legal requirement in terms of Section 8 (2)(d) of the OHS Act for an *Employer* to continuously carry out risk assessments, to establish which risks and hazards are attached to the health and safety of persons due to any work which is performed, any article or substance which is, handled, stored, transported.

The *Contractor* shall prepare and provide to the *Employer* a baseline risk assessment as well as activity-based risk assessment for an intended work.

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3.7.13 Provision for Cost of Health and Safety measures

The *Contractor* shall ensure that there is provision for the cost of occupational health and safety measures.

Note: the costing for OHS must be detailed, that is itemised based on the overall scope of the project (i.e., medical surveillance (Medicals), training, provision of PPE, Disaster and communicable diseases (COVID-19) compliance, safety equipment purchases, resources, occupational health and safety stressors surveys and etc).

3.7.14 Medical programs

The *Contractor* shall ensure that the employees are registered on a medical surveillance programme and are in possession of a valid medical fitness certificate, completed in South Africa. The certificate of fitness should be relevant to the type of work (risk based) that the employee will be exposed to. This will require each employee to have a risk-based person job specification that will be used as a basis for medical examination.

The *Contractor* must ensure that his employees have undergone pre-entry medical examination before starting work on site. No employee will access site without a valid medical fitness certificate. Periodic medical examination shall be done for all employees as work progresses. Upon completion or as and when employees' leave the project, an exit medical examination must be done for all employees involved in the project.

3.7.15 Employers' Lifesaving Rules

The *Contractor* shall comply with the *Employers* lifesaving rules. Violation of these rules will be viewed in a serious light and the consequences will be dealt with via the respective disciplinary processes.

Six (6) lifesaving rules have been developed that will apply to all *Employer* employees, agents, *Contractors*, consultants, suppliers, and visitors. Failure to adhere to these rules will be considered a serious transgression. These rules are being implemented to prevent serious injury or death of any employee, labour broker or *Contractor* working in any area within the *Employer*.

Employer lifesaving rules are non-negotiable health and safety rules which must not be broken under any circumstances. It must be highlighted that the *Employer* takes a ZERO TOLERANCE stance to violation of these rules. These rules are applicable to any person entering the *Employers* sites.

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The rules are as follows:

Rule 1	<p>OPEN, ISOLATE, TEST, EARTH AND CREATE AN EQUIPOTENTIAL ZONE BEFORE TOUCH</p> <p>To ensure a safe electrical work environment, no person may work/operate on, around or near any electrical network, line or apparatus, electrically connected to the power system and/or electrically charged and/or not electrically charged unless:</p> <ul style="list-style-type: none">• He/she is trained and authorised as competent for the task to be done.• There is a valid permit to work where required and they are being supervised by a competent person.• A pre-task risk assessment to identify all risks and hazards has been conducted before any work commences.• He/she follows the requirements on OPEN, ISOLATE, TEST, EARTH, AND CREATE AN EQUIPOTENTIAL ZONE BEFORE TOUCH, based on applicable/related standards, procedures and outcome of risk assessment fit for the type of work or task to be performed.• The work area shall be within the equipotential zone, with the working earth visible at all times.• The authorised person has physically shown all team members that the apparatus is safe to work on.• He/she makes the specific electrical environment safe before performing the work; and• All the appropriate PPE (including face shield and insulated gloves for low voltage work) are worn. <p>Note: The equipotential zone is only applicable for work being done on medium and high voltage apparatus.</p>
Rule 2	HOOK UP AT HEIGHT

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	<p>Working at height is a significant part of work in Eskom Holdings and is regarded as a high-risk activity, as a result, all precautions must be taken to prevent incidents while working at height.</p> <p>Wherever reasonably practicable, preference must be given to the performance of work at ground level as opposed to work in an elevated position. Where work in an elevated position is necessary, the requirements in this document and all other Eskom requirements pertaining to working from height shall apply.</p> <p>No person may work at height where there is a risk of falling unless:</p> <ul style="list-style-type: none"> • A Fall Protection Plan has been developed by a trained fall protection plan developer and communicated to all employees working at height based on the scope of work/task. • He/she is medically fit to work at height. • He/she is trained in accordance with Eskom’s requirements for working at height. • A pre-task-specific work at height risk assessment to identify all risks and hazards has been conducted and communicated to all participants before commencing any work of this nature. • He/she appropriately conducts work as determined by the risk assessment. • He/she is appropriately secured during ascending and descending where applicable; and • He/she is using an Eskom-approved fall arrest system where applicable.
<p>Rule 3</p>	<p>BUCKLE UP</p> <p>Seatbelts shall be always used whilst driving. No person may drive any vehicle on Eskom business and/or on Eskom premises: Unless the driver and all passengers are wearing seat belts.</p>
<p>Rule 4</p>	<p>BE SOBER</p> <p>No person is allowed to be under the influence of intoxicating liquor or drugs while on duty.</p>

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	<p>Under-the-influence' means the use of alcohol, drugs and /or a controlled substance to the extent that:</p> <ul style="list-style-type: none">• the individuals' faculties are in any way impaired by the consumption or use of the substances or.• the individual is unable to perform in a safe, productive manner or.• the individual has a level of any such substance in his body that corresponds with or exceeds accepted medical/legal standards or.• the individual has a level of alcohol in his body that is greater than 0,00 % blood alcohol concentration.• Any level of an illegal substance in the body irrespective of when the substance was used
Rule 5	<p>RULE 5: ENSURE THAT YOU HAVE A PERMIT TO WORK</p> <p>No person shall work without the required Permit to Work (PTW), which is governed by but not limited to:</p> <ul style="list-style-type: none">• Plant Safety Regulations; or• Operating Regulations for High Voltage Systems (ORHVS) (handover or permit); or• Low Voltage Operating Regulations; or• Any other activity where a permit is required, for example, driver and statutory permits. <ul style="list-style-type: none">➤ No apparatus is to be returned to service without the cancellation of all permits on that plant in accordance with procedure, unless permission is granted for a particular plant to be returned to service with permits still open, like in the case of redundant systems. <p>NOTE: In the case of live work, a "Live Work Declaration Form" is to be completed by the authorised person, who is the person responsible for the safe execution of work according to relevant standards and procedures.</p>

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Rule 6	<p>ENSURE SAFE LIVE WORKING</p> <p>To ensure safe live work, each live worker shall:</p> <ul style="list-style-type: none">• Ensure all live work basic principles are adhered to, as outlined (for the method being used) in the High Voltage Live Working Standard for the respective division.• Observe and maintain the minimum approach distance (MAD).• Only perform live work (never mix live and dead work on the same site at the same time – Refer to ORHVS Section 7 and 5 handouts respectively). <p>Perform tasks they are authorised for and only undertake tasks that are documented in the respective Task Manual (TM). Only work on one potential (voltage) at a time.</p>
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3.7.16 Personal Protective Equipment (PPE)

3.7.17 Health Pandemics and Disaster Management

The *Contractor* shall ensure proper management and control of any disaster and or pandemics that may come forth during the contract.

3.7.18 OHS Audits

During this contract, the *Contractor* shall be subjected to scheduled or monthly audits by the client to monitor compliance.

The *Employer* reserves the right to monitor and conduct unannounced audits to ensure compliance and provide assurance to the *Employer's* representatives and their key stakeholders.

3.7.19 Incident management

The *Contractor* shall report and investigate all incidents/accidents as required in terms of the legislation.

All incidents reporting, recording, classification and investigation will be done according to the requirements set out in the *Employer's* document 32-95 (latest revision).

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3.7.20 Housekeeping

The *Contractor* shall maintain a high standard of housekeeping within their busses. Prompt disposal of waste materials and rubbish is essential.

3.7.21 Hours of Work

All work conducted on site shall fall within the legal requirements in accordance with the Basic Conditions of Employment Act.

3.7.22 Project Close-out

On completion of the project or service rendered, the *Contractor* shall close out their project documentation and OHS files and hand them over to the *Project Manager*. All required documentation shall be submitted and handed over to the *Employer* using the relevant medium as per the procedure (Project Closeout and H&S documentation, 348-9942695) and in the form of soft copies and hard copies. A checklist shall accompany the submission to verify that all documents are submitted/or handed in to the *Employer*.

3.8 Environmental Management

3.8.1 Commitment to Environmental Management

The Client shall provide a Service Provider with an approved Medupi Power Station Environmental management plan and Record of decision/Environmental authorisations. The Service Provider shall ensure compliance with the requirements of the Environmental Authorisation (EA), the Environmental Management Plan (EMP), Employer's environmental requirements, National environment standards, and other applicable documents.

3.8.2 Environmental Management System

Medupi Power Station Project is ISO 14001:2015 certified, and service provider is expected to conform to requirements applicable to their scope of works.

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3.8.3 Environmental Management Plan

Service provider shall ensure that all applicable requirements of the Environmental Management Plan Rev 2, 2010 (SPO No. 348–681011) and Record of Decision (SPO No. 348-631731). The Service Provider must provide a detailed plan on the execution of the Environmental Management Plan.

3.8.4 Waste Management Plan

Service Provider shall develop and submit waste management plan that is related to their scope of works.

3.8.5 Environmental Fines and Contraventions

The Client may implement a site environmental penalty for any transgressions of the Medupi Power Station environmental requirements (EMP, RoD, environmental legislation etc.).

The Service Provider is to declare history of fines and contraventions for the past five years, especially where performance guarantees have been withheld on account of any environmental reasons.

3.8.6 Environmental Monthly Reporting

Service provider shall provide Monthly inspection report on the 25th of every month to TM Environmental Department and ECO's. The report shall also be submitted contractually. Eskom project team shall define and provide a reporting template.

3.8.7 Environmental Audits

Eskom reserves the right to monitor and conduct inspections and audits to ensure compliance and provide assurance to the Client representatives and their key stakeholders.

3.8.8 Service Provider SHE Performance Evaluation

Eskom shall evaluate Service Provider's SHE performance on an on-going basis against the Eskom requirements.

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3.8.9 Incident Management

All environmental incidents such as pollution (air, water, land, noise, etc.), bird kills, and animals killed, plants destroyed, public complaints etc. shall be reported to TM and/or ECO before the end of the shift.

3.9 Contract Sign Off

No project shall be signed off before Business Unit or Department has given assurance that no environmental liabilities exist. The responsible person, project leader or environmental advisor shall carry out a physical inspection before acceptance of work done.

No invoice shall be processed before work done is accepted.

3.10 Labor Requirements

- Recruitment and appointment of local labor shall be prioritised in collaboration with the local taxi associations.
- Criminal background checks and Medupi Site clearance checks shall be conducted prior to appointment.
- Verification of qualifications and competence should be conducted prior to appointments.
- Conduct testing and training to ensure adequately trained workforce.
- No Site-Specific Agreement (SSA) is applicable for this Contract.

NOTE: No deviation from the South African Labour Relations Act and any other relevant labor legislation will be allowed. The supply must comply with all applicable Law governing the industry. Violence against private vehicle owners who carry their own passengers will not be tolerated.

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4. Process for Monitoring

4.1 Key Performance Areas and indicators

The following Key Performance Areas / Indicators (KPA's / KPI's) shall be measured, analysed and reported. The Process Owner shall be accountable and assign the responsibility at the frequency as indicated below, documented as part of the QMS measurement, analysis and improvement initiative.

Table 2: KPA's/KPI's

Key Performance Area	Key Performance Indicator	Target	Measure Frequency	Responsible	Record
Daily Inspections	Inspection Sheet	80-100%	Weekly	Driver/dedicated Manager	Inspection sheet
Maintenance	Service intervals	90-100%	Periodically	Fleet officer	Service Records

4.2 Document Review and Self-Assessment

4.2.1 Document Self-assessment

The "Process Owner" identified on the front page of this document along with departmental personnel and the project QMS Engineer shall undertake a "self-check" review of the process defined in this document at six monthly intervals, commencing from the effective date of this document, to check:

- a) the process / procedure operational integrity
- b) process efficiency
- c) the level of stakeholder knowledge and implementation.

Participants and results of the "self-check" review shall be documented by the Process Owner in the "Self-Assessment Checklist" (**Template No. 348-655890**) included as an Appendix to this document which shall be submitted via SharePoint to Medupi Documentation Department Help Desk by the Process Owner once completed.

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Process Owner shall proceed with any revision requirements in line with Medupi Procedures, **348-653867** "Development and Change of Medupi QMS Documents" and **348-883808** "Document and Record Management".

4.2.2 Review Period

All QMS documents shall undergo a 3-yearly compulsory review.

4.3 Training requirements

First Aider Course
Advance Driving Course
Specialised Driving Course (Defensive)

5. Acceptance

This document has been seen and accepted by:

Name	Designation
Ernie Basson	Middle Manager Construction
Manie Botha	Manager Discipline Contract
Julius Manyathela	Officer Project Support
Johannes Sebetha	Project coordinator

6. Revisions

Date	Rev.	Compiler	Remarks
13 August 2025	0	Manie Botha	Major review of the previous Scope of Work – New Document submission.

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7. Development Team

The following people were involved in the development of this document:

- Manie Botha
- Julius Manyathela
- Johannes Sebetha
- Rina Lottering

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Appendix A- Process Self-Assessment Checklist

Discipline:		Applicable Document No.: 348-1015259				Self-Assessment Date: DD / MM /YYYY	
Item No	Ref Section	Self-Assessment Question	Compliant			Comment	
			Yes	Part	No		
1							
2							
3							
4							
5							
Comments:							
Self-Assessment by:	Name:	Position:			Revision Required? (Yes / No)	Planned Revision Date:	
Attendees:							

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