CONSTRUCTION OF NEW MARITE POLICE STATION

(HEALTH AND SAFETY SPECIFICATION)

(Annexure "C")

Prepared by:

takgalang CONSULTING

Prepared on behalf of:

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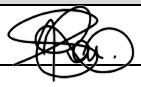
ISSUE

Rev	Date	Description	Position	Signature
04	10/ 02/ 2025	OHS Specification	Pr. CHSA	

ACKNOWLEDGEMENT BY THE DESIGNER

Rev	Date	Description	Position	Signature
04		OHS Specification		

ACKNOWLEDGEMENT BY PRINCIPAL CONTRACTOR

Rev	Date	Description	Position	Signature
04		OHS Specification		

INDEMNITY

The occupational health and safety specification provided is based on the provisions of the Occupational Health and Safety Act No. 85 of 1993, the Construction Regulations of 2014, other relevant Acts and regulations, the OHS Agent's best scientific and professional knowledge, and the information available at the time of assessment and report compilation. Therefore, the OHS Agent reserves the right to modify aspects of this report should new information become available through ongoing research or further developments in this field.

1. DEFINITIONS

"Building" Includes –

a) Any structure attached to the soil;

b) Any building of such structure or part thereof which is in the process of being erected; or

c) Any prefabricated building or structure not attached to the soil;

"Baseline risk assessment" refer to the construction health and safety risks associated with all standard processes and routine activities in the business.

"Certificate of Competency" or **"Certificate"** means a certificate of competency as a mechanical or an electrical engineer, as the case may be issued in terms of regulation 2(1)

"Chief executive officer", In relation to a body corporate or an enterprise conducted by the State, means the person who is responsible for the overall management and control of the business of such body corporate or enterprise.

"Client" It is the contract administrator/custodian or agent or project manager construction regulation, 2014. 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.

"Competent person" 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)

"Contractor" means an employer as defined in section 1 of the Act who performs contracted work and includes principal contractors.

"Consultant" means a person providing professional advice / service.

"Danger" means anything which may cause injury or damage to persons or property.

"Demolition" means dismantling, razing, destroying or wrecking of any building or structure or any part thereof.

"Employee" 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.

"Employer" 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)

"Falls protect plan" Means a documented plan of all risks relating to working from an elevated position, considering the nature of work undertaken, and setting out the procedures and methods to be applied in order to eliminate the risk.

"Hazard" means a source of or exposure to danger.

"Hazard identification" means the identification and documenting of existing or expected hazards to the construction health and safety of persons, which are normally associated with the type of construction work being executed or to be executed.

"Hazard" means a source of or exposure to danger.

"Hazard identification" means the identification and documenting of existing or expected hazards to the construction health and safety of persons, which are normally associated with the type of construction work being executed or to be executed.

"Health and safety equipment" mean any article or part thereof which is manufactured, provided or installed in the interest of the health and safety of any person.

"Health and safety file" mean a file or other record in permanent form, containing the information required in relation to the contract.

"Health and safety plan" mean a document plan that addresses hazards identified and includes safe work procedures to mitigate, reduce, or control hazards identified.

"Health and safety specification" mean a document specification of all construction health and safety requirements pertaining to associated to a contract, so as to ensure the construction health and safety of persons.

"Health and safety requirements" mean comprehensive construction health and safety requirements for a contract, project, site, and scope of work. This specification is intended to ensure the construction health and safety of persons, both workers and the public, and the duty of care to the environment. The construction health and safety requirements must be specific to each contract, project, site, and scope of work.

"Incident" means an incident as contemplated in section 24(1) and includes an environmental incident and a near miss.

"Medical certificate of fitness" means a certificate valid for one year, issued by an occupational health practitioner, issued in terms of the regulations, whom shall be registered with the Health Professions Council of South Africa

"Medical surveillance" means a planned program or periodic examination (which may include clinical examinations, biological monitoring, or medical tests) of employees by an occupational health practitioner or, in prescribed cases, by an occupational medicine practitioner.

"Method statement" means a written document detailing the key activities

to be performed in order to reduce, as reasonably as practicable, the hazards identified in any risk assessment.

"Organisation" may be defined as a group of individuals (large of small) that is cooperating under the direction of executive leadership in accomplishment of certain common objects.

"Principal contractor" means an employer, as defined in section 1 of the OHS Act, who intends to tender for or has signed a contract with the Client for services rendered.

"Risk" means the probability that injury or damage will occur.

"Risk assessment" means a program 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.

"Site" means a complex, building, specific project, work site, or the site where agents, clients, principal contractors, contractors, suppliers, vendors, and service providers provide a service to the Client, directly or indirectly.

"Safe" means free from exposure to any hazard.

"Supplier" means a natural or legal person who renders a service and may include the following current or potential supplier vendor, contractor, consultant.

"Task" a segment of work that requires a set of specific and distinct actions for its completion.

"Toolbox talk" where the team leader, after conducting pre-task planning, shares all the tasks at hand and discusses task allocation, the identified risks, and the control measures with all his/her team.

"The Act" means Occupational Health and Safety Act no. 85 of 1993 and Regulation

"Visitor" is any person who is not permanently employed on the project and

will not perform any construction work. A person who visit the project for a period of not more than 3 consecutive days including representatives from the client, facilitators from training organisations and specialist mechanics who assess or repair vehicles, plant or equipment. Employees from Head Office are not deemed to be visitors as they will spend time on the project at various intervals.

2. INTRODUCTION

This project specific construction health and safety specification (PSHSS) has been prepared in terms of the Construction Regulations, 2014. It sets out guidelines and minimum levels of awareness and guidance for construction health and safety requirements within the Contract.

Contractual responsibility for adhering to these requirements rests with the Contractors. In particular all employees are encouraged to be pro-active in compliance. The project specific construction health and safety specification forms an integral part of the Contract, and it must be read in conjunction with the OHS Act,1993, it's Regulations (as amended) and any other legislation and standards relating to work being done and ensure compliance thereto. The information relative to the scope of the project, the works etc. is detailed in the tender document, and is considered when developing the construction health and safety plan and associated documentation.

No work may commence without written approval of the construction health and safety plan prepared by the Principal Contractor's Construction Health and Safety Officer. Should there be design changes, or change in the scope of works, an amended PSHSS may be issued. Where amended PSHSSs are issued, the Contractor will be required to ensure a resubmission of an amended CHS plan for approval.

Where applicable the Contractor is to ensure that a similar system is

implemented between all subcontractors. The Client appointed CHS Agent will be in constant contact with the project and complete site audits at least monthly, or more frequently if deemed necessary to ensure compliance. All activities on the site and all appropriate documentation will be monitored and reported on to the Client, Principal Agent and Contractor.

Non-conformances will be issued, and penalties or work stoppage will be issued where appropriate. Communication between the CHS Officer and the Contractor will be through the Site Agent and may include the Principal Agent as determined at the commencement of the project.

3. PROJECT STAKEHOLDER DETAILS

Client Details	
Name	South African Police Services (SAPS)
Representative (SHE)	Dineo Mokgobinyane
Email address	MokgobinyaneDineo@saps.gov.za
Lead consultant	
Name	Takgalang Consulting
Construction Project Manager	Takalani Rambau
Email address	taki@takgalang.co.za
Construction Health and Safety Agent	Nandipha Rambau
Email address	nandi@diba.co.za

4. PROJECT LOCATION

The project is in Marite Township which is within the Bushbuckridge Local Municipality (Ehlanzeni District Municipality).

5. SCOPE OF WORK

Community Service Centre spaces	Detective Services Spaces	Female and Juveniles
Public Ablution	Cases section	Cells standard Spaces
Offices	Management Information Centre	Living Quarters
Visible Policing Offices	Administration	Emergency Generator room (generator must be provided)
Crime prevention Office	Administration spaces	Emergency Water Storage
Flash	Store spaces	Aircons & humidifier where necessary
Exhibit Management	Male Cells standard Space	Undercover parking
Victim friendly facility spaces	Support Services spaces	Clearers rest room

6. LEGAL REFERENCE AND FRAMEWORK

I. Acts(A), Regulations (R) and By-laws (BL).

A	Occupational Health and Safety Act No. 85 Of 1993 (OHS Act)

BL	Bushbuckridge Local Municipality – Public Health By-Laws
A	Compensation for occupational Injuries and Diseases Act
A	The South African Police Service Act 68 of 1995
A	National Health Act: No. 61 Of 2003
A	Basic Conditions of Employment Act (Act no 75 of 1997)
A	Road Traffic Management Act, (Act no 20 of 1999)
R	Construction Regulations 2014 (CR 2014).
R	COVID – 19 Regulations, 2020.
R	General Safety Regulations No. 1031 Of May 1986.
R	General Administrative Regulations No. 929 Of June 2003.
R	Facilities Regulations No. 924 Of August 2004
R	Construction Regulations 2014 (CR 2014).
R	Environmental Regulations for Workplaces No. 2281 Of 1987.
R	Ergonomics Regulations 2018
R	Electrical installations, 2009
R	Hazardous Chemical Substances Regulations No. 1179, 1995
R	Occupational Health and Safety Specification
R	National Environmental Management Act: No. 107 Of 1998
R	Noise-Induced Hearing Loss Regulations: 307 Of 2003
R	Disaster Management Act, 2002
R	National Environmental Management: Waste Act 59 Of 20
R	Firearms Control Act, 2000

II. Standards (S), Guidelines (G). Specialist reports (SR)

SR	Environmentalist report
G	SAPS 5-star specification
G	SAPS Sector Policing Operational Guide
S	SANS (11085 – Scaffolding, SANS 1186 – Signage, SANS10400 – Building, SANS11475, Fire extinguishers).

C	Code of Practice (SAIOSH)
S	Scope of Agents (SACPCMP)

7. APPLICATION FOR CONSTRUCTION WORK PERMIT

The project is estimated over R60 000 000, more than 12 months duration and CIDB grading above 7. Due to that, the project qualifies for the construction work permit. Takgalang will apply for the construction work permit on behalf of the Client (SAPS).

8. PSHSS STRUCTURE RESPONSIBILITIES

Any contractor submitting a bid in response to the Client' formal tender request for any construction project, shall prepare and include, in his tender submission, a draft project specific occupational Health and Safety plan, specific to activities / tasks to be performed by the Contractor, based on this specification, the Occupational Health and Safety Act (Act no. 85 of 1993) and its Regulations and all applicable environmental legislation.

The OHS Agent on behalf of the client will evaluate the Principal Contractor's Health and Safety plan to ensure compliance with this PSHS Specification and relevant legislative requirements.

a. Minimum safety file contents

**Prior consent to be given by the Client for night work. No work requiring permit is to be carried out without permission.					
No.	**Document**	**No.**	**Document**	**No.**	**Document**

1	Health and safety plan (Including waste management plan)	5	Written and signed relevant legal appointments in terms of the OHS Act, Construction Regulations & other relevant Acts and Regulations (With CV's of core staff)	9	Accident/ incident investigation and reporting plan (Lost time incidents, lost time injuries, occupational diseases and fatalities)
2	Health and safety policy (Endorsed by CEO with revision date)	6	Proof of medical testing for all employees (CR, 2014 - Annexure 3)	10	Fall protection plan
3	Risk assessment & method statement (Task based-risk assessment)	7	Registers and Checklist	11	Traffic management plan
	Organogram	8	Valid and certified proof of registration for Workman's Compensation. All risk construction insurance	12	Emergency contact numbers and emergency preparedness response

b. Safety file format

The format of the safety file shall be as follows but not limited to:

Contents:

1. Contractor letter of appointment by the Client (SAPS)
2. Letter of Good Standing
3. Project OHS Specification
4. Occupational Health and Safety Policies

5. Safety Health and Environmental (SHE) Plan
6. Signed 37(2) Mandatory Agreement
7. Company registration documents
8. Indemnity insurance
9. Legal Appointments (where applicable with proof of competency)
10. Site specific organogram
11. List of Employees and ID copies
12. Medical fitness certificates (All employees)
13. Induction training manual and attendance register
14. Baseline Risk Assessment (client to issue)
15. Task Risk assessments
16. Risk Assessment Review & Monitoring Plan
17. Emergency Plan including the emergency procedure
18. Accident/Incident reporting (Annexure 1, WCL2 Forms, Incident register and Near Miss register)
19. Toolbox Talks and attendance register
20. List of hazardous substance and Material Safety Data Sheet (MSDS)
21. Copy of the Occupational Health & Safety Act & Regulations
22. Health and Safety Site Rules and Regulations
23. Client and Monthly Contractor Audits
24. Inspection/ Monitoring checklists including internal audits
25. DSTI and PTO

26. Method statements and Safe Work Procedures
27. Waste Management plan
28. Traffic Management Plan
29. Communication registers
30. Applicable site checklist

9. DESIGNER RESPONSIBILITIES

The OHS Agent on behalf of the Client (SAPS) will ensure that designers when they design for construction work, they consider foreseeable health and safety risks during construction and eventual maintenance and cleaning of the structure in relation with other design considerations, such as aesthetics and cost.

They should apply the hierarchy of risk control. This means designers need to identify the hazards inherent in carrying out the construction work and where possible alter the design to avoid them. If the hazards cannot be removed by design changes, the designer should minimize the risks and provide information about the risks that remain.

They should describe any matters that require attention by a contractor. Enough information should be provided to alert contractors and others to matters which they could not be reasonably expected to know about.

10. SUBMISSION AND EVALUATION OF CONSTRUCTION HEALTH AND SAFETY PLAN

The Principal Contractor will prepare a PSHS File containing the processes procedures and templates to be applied during the project period for the scope of work as per the PSHS specification issued to them. The Principal Contractor will be evaluated during the contract period against the submitted PSHS File.

The OHS Agent on behalf of the Client (SAPS) will conduct an initial inspection and evaluation of the Principal Contractor's PSHS File for approval purposes to commence work. The Client will allocate 3 days to evaluate the file and to give feedback on the evaluation report of the file to the contractor. If the file has not been approved, the contractor shall ensure that the outstanding documents are submitted in the file for re-evaluation within 4 working days. The approval letter from The Client must be kept in the PSHS File and any letter issued concerning the evaluation of the file.

On completion of each project the Principal Contractor will submit all documentation required for the Consolidated PSHS File to The Client in an auditable format within 7 days of project completion. It is the responsibility of the Principal Contractor to deliver the consolidated PSHS File to the relevant Client offices. At a minimum, the consolidated PSHS File will contain the following records.

11. CONSTRUCTION PROJECT RISK ASSESSMENT

The project is located at a busy residential area with cars going in and out of the area. It is therefore of great importance that the principal contractor to be appointed is screened and qualified as far as their OHS resources and competencies are concerned. This is to ensure that all risks listed on their baseline risk assessment, and more are addressed accordingly.

a. Hazard identification & risk assessment

Identification of possible hazards emanating from projects and activities conducted for or on behalf of the Client includes an assessment of site-specific construction health and safety hazards and risks and environmental aspects and impacts that have been identified by The Client as possibly applicable to the contract work for this project. It is by no means exhaustive and is offered as assistance to the tenderers and contractors.

Major risks to the project include the following:

i. Relocation of the prefab structures

ii. Exposure to Corona virus (Covid-19)

iii. Public health and safety (Live site)

iv. Work carried out at heights.

v. Onsite construction plant and vehicle movement.

vi. Refer to the projects risk profile.

Every Contractor performing construction work shall, before the commencement of any construction work or work associated with the construction work, and during construction work, ensure that a risk assessment is undertaken by a competent person, appointed in writing, and the risk assessment shall form part of the PSHS plan to be applied on the site. Risk assessments shall identify occupational construction health and safety hazards and risks and environmental aspects and impacts emanating from the activity to be performed by the Principal Contractor / Contractor

Based on the risk assessments, the Principal Contractor must develop a set of site-specific occupational PSHS rules that will be applied to regulate the Construction health and safety hazards/aspects of the construction work

The risk assessments, together with the site-specific occupational construction health and safety rules, must be submitted to The Client before commencement on site. These will be included in the PSHS plan. The Contractor shall ensure through his risk management process the hierarchy of controls stipulated as follows, are implemented.

b. Baseline risk assessments

The Principal Contractor is required to develop a risk assessment taking the

resources, competency levels, nature and scale of their organization into consideration for submission during PSHS File evaluation phase. The hazards and risks to which persons, plant, vehicles and facilities may be exposed during the construction should be identified and evaluated.

Measures to reduce or control these risks or hazards should be defined during this assessment. The effectiveness of the measures defined and the baseline risk assessment prepared shall be monitored and reviewed from time to time to ensure that it remains relevant and accurate.

c. Issue based risk assessments.

The Contractor will be required to carry out separate risk assessments during construction of the project when methods and procedures are varied, for example when:

i. Designs are amended;

ii. New machines are introduced;

iii. Plant is periodically cleaned and maintained;

iv. Plant is started-up or shut-down;

v. Systems of work change or operations alter;

vi. Indents or near-misses occur; or

vii. Technological developments invalidate prior risk assessments.

d. Continuous risk assessments

The Occupational Construction health and safety Act (Act no. 85 of 1993) specifically requires that employers shall provide and maintain working environments that are safe and without risk to health.

The general awareness of hazards needs to be raised as work ethic to

maintain a safe and risk-free environment on an on-going basis. This is achieved by continuous risk assessments, a form of risk assessment that takes place as an integral part of day-to-day management.

Occupational construction health and safety risks or environmental impacts that are identified during the risk assessment process shall be communicated before the commencement of the said activity to every employee whose work is associated with the risk. Each employee shall sign to confirm understanding of the safety, health or environmental risks in the tasks.

12. LEGAL APPOINTMENTS

Copies of appointments must be submitted to the Client together with concise CV's and/or proof of competency of the appointees as part of the Principal Contractor's PSHS plan. The Client must approve all appointments and any changes in appointees or appointments must be communicated to the Client and agreed upon before being implemented.

The Principal Contractor must provide The Client with an organogram listing the staff, their designations and their responsibilities for all contractors that he has appointed or intends to appoint and keep this list updated on a weekly basis.

The Principal Contractor is furthermore required to compile a PSHS Organogram indicating all legislative appointments and/or nominations and their reporting / responsibility structure. This PSHS organogram will include composition of statutory PSHS meetings to be conducted. The following table provides guidance to Principal Contractors on potentially applicable appointments to their scope of work.

13. PRINCIPAL CONTRACTOR'S ACCOUNTABILITIES FOR THEIR CONTRACTORS

If the Principal Contractor needs to introduce a new contractor, the Principal Contractor must first inform the Client. Such contractors must, in every respect, meet the Client's H&S requirements.

Should the Principal Contractor appoint a contractor, the principal contractor would then have the same role and responsibility in relation to the contractors, in a similar way as the Client has in relation to the principal contractor. The Principal Contractor is directly accountable for the actions of his contractors. The Principal Contractor will also be responsible for initiating any remedial action (recovery plan) that may be necessary to ensure that the contractor complies with all requirements.

The Principal Contractor shall ensure that the contractors appointed have the necessary competencies and resources to perform the work safely. The Principal Contractor shall provide any contractor who is making a bid or appointed to perform construction work, with the relevant sections of the documented Occupational Health and Safety Specification, who would in turn provide the client/agent with an Occupational Health and Safety Plan for review. The Principal Contractor shall carry out audits on the contractor at least monthly to ensure that their Occupational Health and Safety Plan is being implemented and maintained. The Client/Agent and/or the Principal Contractor shall stop any contractor from executing construction work which poses a threat to the safety and health of persons or the environment or if it does not comply with the approved Occupational Health and Safety Plan.

The Principal Contractor shall have a disciplinary process and an organisational structured procedure to deal with employees who have transgressed organisational and legal requirements. The Principal Contractor's Construction Manager/Supervisor shall provide a list of names and contact telephone numbers of all his employees as well as the contractor employees on site. This list shall be updated as and when new contractors commence on site.

The Principal Contractor's Construction Manager/Supervisor shall keep a record of all employees including the contractor employees, including date of induction, relevant skills and competences, and be able to produce this list at the request of the relevant officials. These records shall be filed in the H&S File.

The Principal Contractor shall ensure that his managers and supervisors give clear and definite instructions for the work in hand to the personnel for whom they are responsible for. The instructions shall include, but not necessarily be limited to:

- description of the objective/scope of work
- sequence of work/method statements
- hazard identification and risk assessment (prior to commencement of work)
- Precautionary/preventative measures that are to be taken
- Identification of sensitive features that may be impacted upon by the project

Employees are responsible for their own health and safety and that of their co-workers in their respective areas of work on the project. They must be made aware of their responsibilities during induction and awareness sessions some of which are:

- Familiarizing themselves with their workplaces and health and safety procedures.
- Working in a manner that does not endanger them or cause harm to others.
- Keeping their work area tidy.
- Reporting all incidents/accidents and near misses
- Protecting fellow workers from injury.
- Reporting unsafe acts and unsafe conditions.
- Reporting any situation that may become dangerous.
- Carrying out lawful orders and obeying health and safety rules.

Every employee must undergo site induction provided by the Client before commencement of the contracted work. Only once this induction has been received, will each employee receive a site access permit. 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 client Health and Safety Agent/ Project Manager/ Principal Agent and the Principal Contractor Supervisor/ H&S Officer immediately.

14. EMPLOYEES RESPONSIBILITIES

Employees are responsible for their own health and safety and that of their co-workers in their respective areas of work on the project. They must be made aware of their responsibilities during induction and awareness sessions some of which are:

- Familiarising themselves with their workplaces and health and safety procedures.
- Working in a manner that does not endanger them or cause harm to others.
- Keeping their work area tidy.
- Reporting all incidents/accidents and near misses.
- Protecting fellow workers from injury.
- Reporting unsafe acts and unsafe conditions.
- Reporting any situation that may become dangerous.
- Carrying out lawful orders and obeying health and safety rules.

15. MANAGEMENT AND SUPERVISION OF CONSTRUCTION WORK

The Principal Contractor shall ensure that the performance of all specified work is managed and supervised in accordance with the requirement of OHS Act CR 8 throughout the contract period. The number of appointed persons shall be determined by the size and the risk of the project.

16. CONSTRUCTION MANAGER

The Principal Contractor shall appoint a Construction Manager, as required under the Construction Regulations 8, 2014, and must be a competent person with a minimum qualification of a National Diploma or equivalent in Construction Management, Civil Engineering, or general building. The Construction manager shall have at least 10 years of proven experience in managing large-scale construction projects exceeding R80 million in value, including oversight of a workforce of approximately 500 employees. The construction manager shall demonstrate comprehensive knowledge of the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), Construction Regulations 2014, and other applicable Laws and Regulations.

Additionally, He or She Shall possess strong leadership, communication, and organisational skills to ensure compliance with all legal and contractual obligations, as well as the ability to mitigate risks and promote a culture of health and safety throughout the project duration.

17. CONSTRUCTION HEALTH AND SAFETY OFFICER

The Principal Contractor shall appoint a SACPCMP registered Construction Health and Safety Officer with 2 years post registration experience. The

appointed safety officer shall be responsible for overseeing overall compliance of H&S issues on the project. He or She shall be onsite full time.

18. PRINCIPAL CONTRACTORS AND SUB-CONTRACTORS

The contractor is expected to develop an Occupational Health and Safety Plan before commencement which meets these requirements as well as all the relevant applicable legislation. The Contractor is and remains accountable for the quality and the execution of his health and safety program for his employees and contractor employees. This Occupational Health and Safety Specification reflect minimum requirements and should not be construed as all encompassing.

19. REGISTRATION FOR WORKMAN'S COMPENSATION

Compensation for Occupational Injuries and Diseases Act, No 130 of 1993. The Principal Contractor will be required to submit a letter of registration and "good-standing" from the Compensation Commissioner or compensation insurer before being awarded the contract. A current, up-to-date copy of the Compensation for Occupational Injuries and Diseases Act, No.130 of 1993 must be available on site at all times.

Principal Contractor will be required to provide evidence to The Client that all local labourers included in the project are included in the registration and **"good-standing"** with the Compensation Commissioner or Insurer.

20. MANDATORIES MANAGEMENT

Whenever the Principal Contractor appoints contractors or sub-contractors, it is a requirement that an Occupational Health and Safety Act (Act no. 85 of 1993) Section 37(2) agreement (i.e., Agreement with Mandatary) is entered into between the Principal Contractor and

Contractors. The Principal Contractor will ensure that all appointed contractors comply with the Client OHS Specification requirements.

The Principal Contractor will establish a procedure on sub-contractor management and assurance on compliance to the established procedure will be provided to The Client on a monthly basis. The Client shall approve all specialist subcontractors to be appointed and/or engaged by the Principal Contractor.

21. FALL PROTECTION (WORK CARRIED OUT AT HEIGHTS)

A competent person must be appointed for the management of work carried out at heights is carried out safely as per CR 10 which includes carrying out the following:
A risk assessment will be required for any work to be carried out above two (2) metres from the ground or any floor level. This work will be classified as "work carried out at heights".

As far as is reasonably practicable, any person working at heights will work from a platform, ladder or other device that is at least as safe as if he is working at ground level. Whilst working in this position he shall be wearing a single belt with lanyard to prevent the person falling from the platform, ladder or other device. This safety belt will be, as far as is possible, secured to a point away from the edge over which the person might fall and the lanyard must be of such a length and strength that the person will not be able to move over the edge. Alternatively, any platform, slab, deck or surface forming an edge over which a person may fall may be fitted with suitable guard rails at two different heights as prescribed in the relevant South African National Standard for the design, erection, use and inspection of access scaffolding.

Where the requirement in the paragraph above is not practicable, the

person will be provided with a full body harness that will be worn at all times and shall be attached above the wearer's head at all times. The lanyard must be fitted with a shock-absorbing device, or the person must be attached to a fall arrest system (anchorage connector; body wear; and connecting device) approved by the Client. Where the requirements in the paragraph above are not practicable, a suitable catch net must be erected. Employees working in at heights must be trained to work without risk to their health and safety or to the health and safety of others and be declared medically and psychologically fit to perform work at elevated positions.

Where work on roofs is carried out, the risk assessment must consider the possibility of persons falling through fragile material, i.e., skylights and openings in the roof.

22. STRUCTURES

The Contractor must ensure the following:

- Only skilled employees are allowed to erect structures and that the skills of these employees are verified at regular intervals.
- Steps are taken to ensure that no structure becomes unstable or collapses due to –
- Construction work being performed on it or in the vicinity of it.
- No structure is overloaded to the extent that it becomes unsafe.

The following information will be made available and communicated to the employees before any structure is erected:

- The loading the structure is designed to bear.
- The methods and sequence of the construction process

23. DEMOLITION

A contractor must appoint a competent person in writing to supervise and control all demolition work on site.

A contractor must ensure that before any demolition work is carried out, and in order to ascertain the method of demolition to be used, a detailed structural engineering survey of the structure to be demolished is carried out by a competent person and that a method statement on the procedure to be followed in demolishing the structure is developed by that person.

A contractor must develop a demolition plan and submit it to the OHS agent for approval.

24. EXCAVATION WORKS

Excavation work must be carried out under the supervision of a competent person, who has been appointed in writing. Before excavation work begins the stability of the ground must be evaluated.

Whilst excavation work is being performed, the contractor must take suitable and sufficient steps to prevent any person from being buried or trapped by a fall or dislodgement of material. No person may be required or permitted to work in an excavation that has not been adequately shored or braced.

Where the excavation is in stable material and where the sides of the excavation are sloped back to at least the angle of repose of the excavated material, shoring or bracing may be left out but only after written permission has been obtained from the appointed competent person.

Shoring and bracing must be designed and constructed to safely support the sides of the excavation.

Where uncertainty exists regarding the stability of the soil the opinion of a competent professional engineer or professional technologist must be obtained whose opinion will be decisive. The opinion must be in writing and signed by the engineer or technologist as well as the appointed competent person. No load or material may be placed near the edge of an excavation unless suitable shoring has been installed to be able to carry the additional load.

Neighbouring/adjoining buildings, structures or roads that may be affected or endangered by the excavation must be suitably protected.

Every excavation must be provided with means of access that must be within 6 metres of any worker within the excavation.

The location and nature of any existing services such as water, electricity, gas etc. must be established before any excavation is commenced with and any service that may be affected by the excavation must be protected and made safe for workers in the excavation.

The appointed competent person must inspect every excavation, including the shoring and bracing or any other method to prevent collapse, as follows:

- Daily before work commences.
- After every blasting operation
- After an unexpected collapse of the excavation
- After substantial damage to any supports
- After rain

The results of any inspections must be recorded in a register kept on site and in the safety file.

Every excavation accessible to the public or that is adjacent to a public road or thoroughfare or that threatens the safety of persons, must be adequately barricaded or fenced to at least one meter high and as close

to the excavation as practicable, regardless of the depth of the excavation.

Every excavation must be provided with warning lights or visible boundary indicators after dark or when visibility is poor.

Upon entering an excavation, the requirements of General Safety Regulation 5, work in confined spaces, must be observed:

Any confined space may only be entered after the air quality has been tested to ensure that it is safe to breathe and does not contain any flammable or noxious air mixture.

The confined space must be purged and ventilated of any hazardous or flammable gas, vapour, dust or fumes.

Employees are to be provided with breathing apparatus and must wear a safety harness with a rope with the free end of the rope being continuously attended to by a person outside the confined space. Furthermore, an additional person, trained in resuscitation, to be in full-time attendance immediately outside the confined space. All pipes, ducts etc. that may leak into the confined space to be blanked off sufficiently to prevent any leakage or seepage. The employer must ensure that all employees have left the confined space after the completion of work.

Where flammable gas is present in a confined space no work may be performed in close proximity to the flammable atmosphere.

Excavations and other openings must be provided with sufficient barriers to prevent construction vehicles and mobile plant from falling into them.

Excavations left open for extended periods of time (exceeding 48 hours) must be approved the relevant Engineer / Construction Supervisor.

25. SCAFFOLDING

Access scaffolding must be erected, used and maintained safely in accordance with Construction Regulations and relevant SA Bureau of

Standards Code of Practice. Detailed consideration must be given to all scaffolding to ensure that it is properly planned to meet the working requirements, designed to carry the necessary loadings and maintained in a sound condition. Sufficient material must be available to erect the scaffolding properly.

Scaffolding must only be erected, altered or dismantled by persons who have adequate training and experience and are competent in this type of work and under the continuous supervision of such a person.

26. CONSTRUCTION VEHICLES AND MOBILE PLANTS

The Client will inspect construction vehicles and mobile plant prior to being allowed on a project site. Suppliers of hired vehicles, plant and equipment will be required to comply with this specification as well as the Occupational Health and Safety Act (Act no. 85 of 1993) and its Regulations.

Construction vehicles and mobile plant to be:

- Of acceptable design and construction;
- Maintained in good working order;
- Used in accordance with their design and intention for which they were designed;
- Operated and/or driven by trained, competent and authorised operators/drivers. No unauthorised persons are to be allowed to drive construction vehicles and mobile plant;
- Provided with safe and suitable means of access;
- Fitted with adequate signaling devices to make movement safe including reversing;
- Provided with roll-over protection (where applicable);
- Inspected daily before start-up by the driver, operator and/or user and the findings recorded in a register/logbook;

- Fitted with two head and two taillights that are in good working condition and must be used whilst operating under poor visibility conditions;
- When used for transporting persons must have seats firmly secured and sufficient for the number of persons being transported.
- Operators and drivers of construction vehicles and mobile plant must be in possession of a valid medical certificate of fitness issued by an occupational health practitioner in the form of Annexure 3 of the regulations declaring the operator and/or driver fit to operate or drive construction vehicles and mobile plant.
- No loose tools, materials etc. are allowed in the driver and/or operators compartment/cabin or in the compartment in which any other persons are transported.

No person shall ride on any construction vehicle or mobile plant otherwise than in a safe place provided thereon for that purpose. Employees shall only be transported if provision for seating and safety belts has been provided with an adequate canopy or rollover protection.

All construction vehicles and mobile plant left unattended at night, adjacent to a freeway in normal use or adjacent to construction areas where work is in progress, must have appropriate lights or reflectors, or barricades equipped with appropriate lights or reflectors, in order to identify the location of the vehicles or plant.

Bulldozers, scrapers, loaders, and other similar mobile plant must, when being repaired or when not in use, be fully lowered or blocked with controls in a neutral position, motors stopped, and brakes set.

Self-Propelled Mobile Machinery

All Self-Propelled Mobile Machinery must be inspected daily, and the findings recorded in a register. Pre-use inspection checklist shall identify critical items

that would stop the operator from operating machinery should a defect be detected.

All operators shall be tested on their ability to operate machinery and equipment inspected prior to be used on any of the premises by the Client Project Inspectors and Responsible Engineer. Relief drivers shall be made available for mobile machinery where there is a need for on-going operations and the contractor shall establish a rotation schedule.

All Drivers/Operators shall be appointed under the applicable legislation prior to operating any type of mobile equipment or machinery:

- If Driver/Operator does not adhere to the rules and regulations his appointment as operator shall be cancelled and he shall not be able to carry on with his duty.
- No Driver/Operator shall be appointed without proof of training, driver's license or letter of competency.
- No training of Drivers/Operators on Site.
- No passengers on dump truck, Loaders or Excavators.
- No eating or drinking allowed while operating equipment.
- No vehicle shall be left unattended with engine running or key in ignition.
- Drivers may use no cellular phones during operations.

27. ELECTRICAL INSTALLATION

The installation of temporary electricity for construction shall be in accordance with Construction Regulations and the Electrical Installation Regulations. The Contractor must ensure that:

- Existing services are located and marked before construction commences and the markings maintained during construction;
- Where this is not possible, workers with jackhammers etc. are

protected against electric shock by the use of suitable protective equipment e.g., rubber mats, insulated handles etc.;

- Electrical installations and machinery are sufficiently robust to withstand normal working conditions on site;
- Temporary electrical installations must be inspected at least once a week by a competent person and a record of the inspections kept in the PSHS File;

I. Electrical and Mechanical Lockout

An electrical and mechanical (as applicable) lockout procedure must be developed by the Principal Contractor and submitted to The Client for approval before construction commences. All contractors on site must adhere to this lockout procedure.

28. FIRE PREVENTION AND PROTECTION

The Contractor must ensure that:

- The risk of fire is avoided;
- Sufficient and suitable storage for flammables is provided;
- The contractor must ensure that sources of ignition are removed wherever flammable or highly combustible material is present in the workplace, for example:
- Notices prohibiting smoking are displayed and enforced.
- Welding and flame cutting is only allowed under controlled conditions that includes written hot work permits.
- Only spark-free hand and power tools are used.
- No grinding, cutting and shaping of ferrous metals is allowed using electrically driven power tools that produce sparks.
- Flameproof switches and fittings are to be used in the flammable atmosphere.

- Good housekeeping is maintained to prevent the accumulation of unnecessary combustibles.
- Maintenance must include:
- Regular inspection of fire equipment by a competent person appointed in writing and keeping a register.
- Annual inspection and service by an accredited service provider
- A contractor must ensure that:
- All employees are instructed in the use of the firefighting equipment and know how to attempt to extinguish a fire;
- A sufficient number of employees are appointed and trained to act as an emergency.
- team to deal with fires and other emergencies;
- Employees are informed regarding emergency evacuation procedures and escape.

29. TEMPORARY STORAGE OF FLAMMABLE LIQUIDS ON SITE

The Principal Contractor must ensure that:

I. Employees receive the necessary information and training to be able to use and store hazardous chemical substances safely;
II. Employees obey lawful instructions regarding: the wearing and use of protective equipment, the use and storage of hazardous chemical substances, the cleaning up and disposal of materials containing hazardous chemical substances, housekeeping, personal hygiene and the protection of the environment,
III. The risk assessments required in terms of Construction Regulation include employee exposure to hazardous chemical substances and that the necessary measures be taken to protect persons from being detrimentally affected by hazardous chemical substances present or used in the workplace;

IV. Suppliers provide the necessary information in the form of a material safety data sheet regarding a hazardous chemical substance required to ensure the safe use and storage of that substances;

V. An up-to-date list is kept on site of hazardous chemical substances stored and used together with the material safety data sheet of the hazardous chemical substances;

VI. Hazardous chemical substances containers be clearly marked with the contents and main hazardous category e.g., "Flammable" or "Corrosive" and the reference number of the hazardous chemical substances on the list indicated above;

VII. Hazardous chemical substances are not cleared by using compressed air but should be vacuumed;

VIII. No person eats or drinks in a hazardous chemical substance's workplace; and

IX. Hazardous chemical substances waste is disposed of safely in terms of hazardous waste disposal requirements.

No petrol or fuel oil shall be stored in bulk on the surface in quantities in excess of two thousand litres in any tank above or below ground level except with the prior written approval of the Chief Inspector. No petrol shall be stored in drums in excess of a total of two hundred litres in any building or other place except with the prior written approval of the Department of Labour Chief Inspector.

No fuel oil shall at any time be stored underground unless it is stored in a suitable container or tank, which does not leak.

Every storage tank provided at any filling station on the surface for the purpose of containing petrol or fuel oil shall be suitably constructed to an acceptable standard that would ensure the safe storage thereof. Suitable means for firefighting shall be installed at a safe location for the extinguishing of fire in the event of an incident. Fire equipment supply shall

be appropriate to the quantity being stored.
All storage facilities shall be bunded 110% of the quantity contained and bunded areas will be supplied with a drain facility to enable the bunded area to be drained in a receptacle for disposal in the event of a spill or accumulation of water.

30. HAND TOOLS

- The Principal Contractor must inspect all hand tools before it is brought onto the site.
- As far as possible all hand tools must be numbered and placed on register to be inspected monthly by a person designated to do so.
- Any tools found to be in an unsafe condition must immediately be removed from service and either discarded or rectified.
- No chisels with "mushroomed" heads must be used.
- No hammer shall be used with a cracked or damaged handle.
- All files must be fitted with handles.
- All trolleys, pushcarts, etc. used on site must be identifiable, placed on register and inspected at least once every month.
- Non-sparking tools must be used in areas where the risk of fire or explosion is present.
- No homemade hand tools are allowed on the project.
- All tools shall be attached to a suitable lanyard when utilised in elevated positions.

31. BARRICADING

Barricading plans are to be presented by the Principal Contractor for any major operations involving site works for approval by SAPS. Where areas are unsafe, they should be enclosed with barricading. Examples are people working overhead, welding splatter etc.

Where there is a risk of injury, the area should be barricaded off with secure solid barricades. Barricading for the prevention of access into areas with a potential risk of injury shall as a minimum be constructed of a handrail, knee-rail and appropriately supported as to prevent any person from falling into the restricted/risk area.

Appropriate signage shall be affixed to the barricade indicating the risk associated (i.e., deep excavation, lifting operations etc.) and the responsible Supervisor and contact details shall be displayed. All barricading shall have a "No Entry" signs on all sides and at each change of direction. Signage shall be placed at 20 m intervals where lengths exceed. All signage shall be a minimum size of 290 mm x 290 mm.

Where no risk exists of injury to personnel such as stacking and storage areas, the use of wire for hand and knee rails netting shall be acceptable to demarcate the area. All barricades will have a dedicated entrance where it is required that personnel enter the areas. Appropriate signage shall be placed at the entrance indicating which Contractor has right of entry.

It is the Contractor's responsibility to remove all redundant barricades directly after use. The Contractor's Safety Officers will maintain a marked-up site plan indicating where barricades are erected.
It will be a requirement that the contractor protects employees against contact with exposed rebar and poles by the installation of rebar-caps on all exposed areas where there is a potential that an employee could be injured.

Danger tape is not allowed for boundary barricading and excavations

32. SAFETY EQUIPMENT

Authorization for the use of equipment shall be given in writing only after the following minimum requirements and documentation have been verified and shall as a minimum include the following:

- Minimum two lights in front and rear of vehicle
- Reflective Taping;
- First-aid kit, fire-fighting equipment and emergency roadside triangles;
- Tyres in good condition;
- Windscreen clear of cracks;
- Safety belts fitted for all occupants;
- Signage for clear identification;
- Windscreen wipers;
- Warning hooter and reverse alarm;
- Rotating warning lights (where applicable);
- Maximum number of persons indicated;
- Equipment free of oil and other leaks;
- Maintenance/Service & Equipment manuals available;

33. OPERATOR APPROVAL

Authorisation for operators for the use of equipment shall be given in writing only after the following minimum requirements and documentation have been verified and shall as a minimum include the following:

- Operator's Certificate (accredited training organisation);
- Operator's License appropriate to the nature of the Mobile equipment;

- Operator's knowledge tested and familiar with the controls for the vehicle;
- Public driver's permit where required;
- Medical fitness certificate.

34. LADDERS

The following requirements for ladders will apply:

- All ladders used on the site shall be constructed and used in compliance with the PSHS Act and Regulations.
- Ladders, which provide access to a working platform, shall extend one metre above the platform where it provides access and shall be secured to prevent slipping.
- Timber ladders shall not be painted other than with clear preserving oils, clear plastics.
- Ladders, which are in a damaged condition, shall not be used and shall be labelled accordingly, and removed from the Premises.
- All Ladders shall be numbered, logged in a register, and inspected monthly.
- A ladder in use shall be held by an assistant and/or properly tied down in position.
- Only ladders that do not conduct electricity shall be used in live electrical sub- stations and switching rooms.
- Ladders shall be removed after use and stored in an appropriate facility as to not expose them unnecessarily to the elements or potential damage by surrounding activities.

35. PORTABLE ELECTRICAL EQUIPMENT

Portable electrical tools and equipment includes every unit that takes electrical power from a 15 ampere plug point and is moved around for use in the workplace for example; drills, saws, grindstones, portable lights, etcetera.

The use, inspection and maintenance of portable electrical tools and equipment shall be as follows:

- Periodical inspections must be carried out by a competent person appointed in writing;
- Inspection results must be recorded in a register;
- The main power source should incorporate an earth leakage protection device or receive power through a double wound transformer or be double insulated and clearly marked as such; and all equipment must be fitted with a switch to allow for safe and easy starting and stopping.
- All portable equipment where applicable must be fitted with a robust non- hygroscopic non-conducting handle;
- Live metal parts or parts which may become live must be protected against contact;
- The lamp must be protected by a strong guard;
- The cable lead-in must withstand rough handling;
- Inspections must be undertaken that concentrate on plug, cord, switch and any obvious faults;
- A register be kept for each piece of equipment with findings of regular inspections undertaken to evaluate the condition of these lights; and When used in wet/damp/metal container conditions, the lamp must be protected.
- Compliance to section 17 of as promulgated under the Construction regulations 2014.

36. EMPLOYEE FACILITIES

a. Ablutions

Principal contractor must provide at least one sanitary facility for each sex and for every 30 employees (1:30)

b. Eating Areas

Principal contractor must provide sheltered eating areas on site and in accordance with COVID-19 workplace regulations. Hygiene conditions must be observed and eating areas must be kept clean at all times.

c. Safekeeping

Principal contractor must provide lockers for each employee on site.

d. Changing Room

Principal contractor must provide changing rooms for both females and males.

37. OCCUPATIONAL HYGIENE MANAGEMENT

The Principal Contractor will be required to establish an occupational hygiene management programme related to the hazards and risks emanating from the work environment, environment and activities / tasks to be performed for or on behalf of the Client. At a minimum, the occupational hygiene management programme will include:

- Medical surveillance management.

38. PERSONAL PROTECTIVE EQUIPMENT

The Principal Contractor is required to continuously identify the hazards in the workplace and deal with them. He must either remove them or, where impracticable take steps to protect workers and make it possible for them to work safely and without risk to health under the hazardous conditions.

The Principal Contractor will establish a Personal Protective Equipment Policy and a Personal Protective Equipment study will be conducted to determine the types of Personal Protective Equipment (PPE) to be supplied

related to the hazards and risks emanating from the tasks. Cognisance shall be given to the gender of individuals required to where PPE; size required by the employee and size issued.

Personal protective equipment should, however, be the last resort and there should always first be an attempt to apply engineering and other solutions to mitigating hazardous situations before the issuing of personal protective equipment is considered.

Where it is not possible to create an absolutely safe and healthy workplace the Principal Contractor is required to inform employees regarding this and issue, free of charge, suitable equipment to protect them from any hazards being present and that allows them to work safely and without risk to health in the hazardous environment.

It is a further requirement that the Principal Contractor maintains the equipment, instructs and trains the employees in the use of the equipment and ensures that the employees use the prescribed equipment.

Employees do not have the right to refuse to use and/or wear the equipment prescribed by the employer and, if it is impossible for an employee to use or wear the prescribed protective equipment through health or any other reason, the employee cannot be allowed to continue working under the hazardous condition(s) for which the equipment was prescribed. An alternative solution has to be found that may include relocating the employee.

The Principal Contractor may not charge any fee for protective equipment prescribed by him but may charge for equipment under the following conditions:

- Where the employee requests additional issue in excess of what is prescribed;
- Where the employee has patently abused or neglected the equipment leading to early failure; and

- Where the employee has lost the equipment.
- All employees shall, as a minimum, be required to wear the following personal protective equipment: Protective overalls; Protective footwear; Protective headwear; and Eye, face and ear protection.

39. PUBLIC HEALTH AND SAFETY AND TRAFFIC MANAGEMENT

The Principal Contractor shall organize the site in such a manner that pedestrians and vehicles can move safely and without risks to health, including sufficient and suitable traffic routes and safe walkways with relevant signage.

Appropriate signage must be posted to this effect and all employees on site must be instructed to ensure that non-employees are protected at all times. All non-employees entering the site must receive induction into the hazards and risks of the site and the control measures to be observed.

The Principal Contractor shall recognize that the Community Liaison Officer (CLO) is the link between The Client and the community (where applicable) and provide all reasonable support to the Community Liaison Officer to ensure relevant responsibilities are fulfilled and positive relationships with the community are maintained.

Where activities are performed close to public routes, the Principal Contractor will establish a traffic management plan incorporating the requirements of relevant by-laws. At a minimum, barricading, warning signage and flagmen will be provided to ensure the protection of workers from vehicles in transit. Where required, the Principal Contractor will interact with the local traffic department to establish minimum requirements to be implemented on public routes.

40. SECURITY AND ACCESS CONTROL

The Principal Contractor must establish site access rules and implement and maintain these throughout the construction period. Access control must, amongst other, include the rule that non-employees will not be allowed on site unaccompanied.

The Principal Contractor must develop a set of security rules and procedures and maintain these throughout the construction period.

The Principal Contractor shall:

- Provide a guardhouse for security personnel. The guardhouse should be in good condition and at-least meet minimum requirements as per Environmental Regulations for Workplaces (2281 of 1987) as promulgated under the Occupational Health and Safety Act (Act no. 85 of 1993).
- Supply an access card containing the name, surname, employee number and photograph for all appointed employees (full or part time) for the site.
- Ensure that no person enters the construction site without wearing the necessary Personal Protective Equipment (PPE).
- Ensure that no children are allowed on the construction site.
- Ensure that no family members are sleeping over on the construction site.
- Ensure that no pets are allowed on the construction site.

41. STACKING AND STORAGE

The Principal Contractor must ensure that:

- A competent person is appointed in writing to supervise all stacking and storage on a construction site.
- The storage areas are kept neat and under control;

- The base of any stack is level and capable of sustaining the weight exerted on it by the stack;
- The items in the lower layers can support the weight exerted by the top layers;
- Cartons and other containers that may become unstable due to wet conditions are kept dry;
- Pallets and containers are in good condition and no material is allowed to spill out;
- The height of any stack does not exceed 3 times the base unless stepped back at least half the depth of a single container at least every fifth tier or the approval of an inspector has been obtained to build the stacks higher with the aid of a machine. The operator of the machine must be protected against items falling from overhead off the stack and no items may overhang;
- The articles that make up a single tier are consistently of the same size, shape and mass;
- Structures for supporting stacks are structurally sound and able to support the mass of the stack;
- No articles are removed from the bottom of the stack first but from the top tier first;
- Project Management shall allocate a laydown area for Contractor-supplied items. At all times, the Contractor shall be responsible for the safe and adequate storage of all materials and equipment on site which he is to install, whether they are supplied by him or others. The safe handling, unloading and loading of material receipts and dispatches at site or storage areas shall be the Contractors' responsibility.
- The Contractor shall provide a suitable and adequate lock-up store for the storage of items of equipment and material, which would be damaged or pilfered if stored in the open. The Principal Contractor shall provide all facilities required for weatherproofing, dust proofing or

vermin proofing.

- The Contractor is responsible for the proper storage and maintenance of all equipment until issue of the Certificate of Practical Completion.
- All equipment and materials will be stored on suitable wood poles or pallets which will not protrude more than a meter from any of the stored material. Safe access ways shall be maintained between all stored items preventing employees from having to climb over or under equipment to retrieve the necessary.

42. SYMBOLIC SIGNAGE

Contractors shall use mandatory and prescribed symbolic safety signs at their lay down and site areas. The display of the following signs is mandatory:

- "Radio-Active Material" symbolic signs at radioactive storage areas.
- "Eye Protection" symbolic signs shall be displayed at all grinding machines and at any area where it is mandatory to wear eye protection or where there is danger of an eye injury being sustained.
- "Ear Protection" symbolic signs shall be displayed at all areas where there is a danger of noise induced hearing loss being sustained.
- Every separate room of a workplace shall be consecutively numbered.
- All toilets or urinals shall be marked in a conspicuous place with painted or stenciled letters to indicate the sex for which they are intended.
- The location of every first aid box is to be clearly indicated by means of a sign.
- In any room, cabinet or enclosure where flammable substances are used or stored shall be fixed a suitable and conspicuous sign prohibiting smoking or the use of naked flames in the area.
- At the entrance to premises where machinery is used

- Restricted access on "Authorised Person Only" signs on entry. "No person shall enter the workplace or premises without the permission of the employer or user of the machinery".
- At every place where machinery is used a notice (English & Pictograms) shall be posted.
- Explosive Power Tool shall have a sign warning people when it is in use.
- Electrical Control Gear. A notice shall be posted so as to warn against the re-closing of a switch of control gear whilst a person is working on such equipment.
- Emergency contact telephone numbers.
- Adequate scaffolding signs. (When applicable).

43. WEEKEND AND AFTERWORK ACTIVITIES

The Principal Contract will notify The Client on the need to conduct work activities after hours or on weekends. No after hour or weekend activities will commence before the Principal Contractor has obtained approval from the Client.

44. WELDING ACTIVITIES AND HOT WORK

No Principal Contractor or user of machinery shall require or permit welding or flame cutting operations to be undertaken unless:

- The person operating the equipment has been fully instructed in the safe operation and use of such equipment and in the hazards, which may arise from its use;
- Effective protection is provided and used for the eyes and respiratory system and, where necessary, for the face, hands, feet, legs, body and clothing of persons performing such operations, as

well as against heat, incandescent or flying particles or dangerous radiation;

- Leads and electrode holders are effectively insulated; and
- The workplace is effectively partitioned off where practicable and where not practicable all other persons exposed to the hazards are warned and provided with suitable protective equipment.

No Principal Contractor or user of machinery shall require or permit welding or flame cutting operations to be undertaken in a confined space, unless:

- Effective ventilation is provided and maintained; or
- Masks or hoods maintaining a supply of safe air for breathing are provided and used by the persons performing such operations.

No Principal Contractor or user of machinery shall require or permit electric welding to be undertaken in wet or damp places, inside metal vessels or in contact with large masses of metal, unless:

- The insulation of the electrical leads is in a sound condition;
- The electrode holder is completely insulated to prevent accidental contact with current carrying parts;
- The welder is completely insulated by means of boots, gloves or rubber mats; and
- At least one other person who has been properly instructed to assist the welder in case of an emergency is and remains in attendance during operations.

No Principal Contractor or user of machinery shall require or permit welding, flame cutting, grinding, soldering or similar work to be undertaken in respect of any tube, tank, drum, vessel or similar object or container where such object or container:

- Is completely closed, unless a rise in internal pressure cannot render it dangerous; or
- Contains any substance which, under the action of heat, may –
- Ignite or explode; or
- React to form dangerous or poisonous substances, unless a person who is competent to pronounce on the safety thereof has, after examination, certified in writing that any such danger has been removed by opening, ventilating or purging with water or steam, or by any other effective means.
- Where hot work involving welding, cutting, brazing or soldering operations is carried out at places, other than workplaces which have been specifically designated and equipped for such work, the Principal Contractor shall take steps to ensure that proper and adequate fire precautions are taken.

45. EMERGENCY PREPAREDNESS, CONTINGENCY, PLANNING AND RESPONSE

The Principal Contractor must appoint a competent person to act as emergency controller and/or coordinator. The Principal Contractor must conduct an emergency identification exercise and establish what emergencies could possibly develop. He must then develop detailed contingency plans and emergency procedures, considering any emergency plan that The Client may have in place.

In the event where a contractor incorporates the services of a 3rd party service provider for the provision of Emergency Response Services, the following criteria must be met:

- Identification of 3rd party emergency response services (organization & contact details);
- Notification of contractor to 3rd party emergency response service

of incorporation of services into contractor's emergency response plan (written agreement / signed letter).

- The Principal Contractor and the other contractors must hold regular practice drills of contingency plans and emergency procedures to test them and familiarise employees with them.

46. FIRST AID

The Principal Contractor must provide first-aid equipment and have qualified first-aider(s) on site as required by General Safety Regulations promulgated in terms of the Occupational Health and Safety Act (Act no. 85 of 1993).

The contingency plan of the Principal Contractor must include arrangements for the speedy and timeous transporting of injured and/or ill person(s) to a medical facility or of getting emergency medical aid to person(s) who may require it. The Principal Contractor must have written arrangements in place with his other contractors regarding the responsibility of the other contractors towards their own injured and/or ill employees.

47. PERFORMANCE MONITORING, MEASUREMENT AND ASSESSMENT

A monthly compliance rating will be calculated for each Principal Contractor as per a formula determined by The Client focusing on or incorporating outcomes of assurance (e.g. monthly audit), operational (e.g. behavioral based safety inspection) assessments and other requirements, as necessary.

The Client reserves the right to adjust the monthly compliance calculation formula as and when required – each revision of the monthly compliance calculation formula will be communicated to the Principal Contractor

before implementation.

48. LOST TIME INJURY RATE (LTIR)

The Principal Contractor is required to maintain a Lost Time Injury Rate of less than or equal to 1.0. The contractor will report his LTIR to The Client on a monthly basis

Lost-Time Injury (LTI): A work related injury or illness resulting in unfitness or absence from normal work activities and the employee's absence are calculated from the time of the incident / accident. Lost-Time Injuries include injuries / accidents where an employee is placed on light-duty or any other duty for which he/she is not normally employed as a result of an accident / injury.
The Principal Contractor must submit a completed monthly report on injuries on duties and accidents for the month to The Client and Agent by 12:00pm on the last working day of each month.

49. HEALTH AND SAFETY COMMITTEE MEETINGS

Principal contractor must establish health and safety committee on site. all members must be appointed in writing. Site management particularly Project Manager, Construction Manager or Site Agent must form part of Health and Safety Committee and be present in all meetings. Health and safety committee meetings must be held at least once a month due to the nature, activities and value of the project. Health and safety committee meetings minutes must be made available and attendance register must be signed by all attendees.

50. INCIDENT, ACCIDENT REPORTING AND INVESTIGATION

The Principal Contractor must report all incidents where an employee is injured on duty to the extent that he:

- Dies
- Becomes unconscious
- Loses a limb or part of a limb
- Is injured or becomes ill to such a degree that he is likely either to die or to suffer a permanent physical defect or likely to be unable for a period of at least 14 days either to work or continue with the activity for which he was usually employed

Or where -

- A major incident occurred
- The health or safety of any person was endangered
- Where a dangerous substance was spilled
- The uncontrolled release of any substance under pressure took place
- Machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects
- Machinery ran out of control
- to The Client within two days and to the Provincial Director of the Department of Labour within seven days from date of incident (Section 24 of the Occupational Health and Safety Act (Act no. 85 of 1993) and General Administrative Regulations), except that, where a person has died, has become unconscious for any reason or has lost a limb or part of a limb or may die or suffer a permanent physical defect, the incident must be reported to both The Client and the Provincial

51. CORRECTIVE ACTIONS

Non-conformance Management

I. Principal contractor is required to closeout all corrective actions identified from monthly compliance / assessments, within 3 (three) days from date of the assessment / inspection to the exception of critical findings which must be closed out immediately.

Corrective Management

II. Principal Contractor is required to provide proof of the relevant action(s) taken to the Client representative before the corrective action will be noted as closed-out.
III. Documented corrective action plan must be submitted to the client within 24 hours of receival of Monthly audit report.

Work Stoppage

IV. Failure by the Principal Contractor to closeout corrective actions within the prescribed period will results in implementation of the Non-conformance Management Process.
V. The Client reserves a right to close the site or activity if Non-conformances are not address.

52. SITE/ PROJECT COMPLETION

- Upon completion, the Principal Contractor must compile risk assessment for removal of unused material including final clearing of the site rubble.
- The risk assessment will be communicated to all the employees who will be involved in removing or demolishing temporary site offices.

- The Principal Contractor must submit all the Safety Files. This will include all the safety documentation from the project.
- The OHS closeout report will be prepared by the OHS Agent and submitted to the client.

53. GENERAL

Principal Contractor shall comply with the requirements of Occupational Health and Safety Act 85 of 1993.

Any Non-conformances will result on works being stopped immediately. Authority for the works to resume will be approved by the OHS Agent after all Non-conformances are addressed.