

Occupational Health and Safety Baseline

Business/Operating unit:

Date: 27-Aug-21

Refer to Occupational Health and Safety Risk Assessment

List activity

Hazard Identification

Associated risk

Risk type

What are the possible consequences?

List specific activities to be performed taking into consideration the equipment to be used, the personnel involved in the task.

Anything with potential to cause of harm.
Note: A hazard can pose more than one risk.

A chance that injury, ill health or damage could occur as a result of uncontrolled hazard.

Safety or health



Consider the worse case scenario without controls?

Travelling By Road	Fatigue	Falling asleep while driving,	Safety	MVA which may lead to injury or fatality
Towing	Using incorrect vehicle	Vehicle rolling backwards	Safety	Minor, major injury, Fatality
Site access and security	Actions and Conditions leading to Hijacking, kidnapping, robbery, assault, rape	Possible assault, rape, stress, trauma, being shot	Safety	Possible Injury or fatality
Site maintenance	Improper use of PPE	Body exposed to hazards at site	Safety	Possible Injury
Handling of Equipment	Incorrect lifting and Loading	Body strain and muscle pull	Safety	Possible injury and occupational illness

Trenching/ducting	Ergonomics	Body strain and muscle pull	Safety	Possible injury
Handling of HCS/gases	Incompetence in Handling of HCS (Fuel and Herbicides)	Possible inhalation of HCS fumes	Health	Occupational Illness (Respiratory Infection)
Monitoring use of HCS	Exposure to inhalation of fumes	Inhalation of fumes	Health	Possible Lung infection, illness
Material handling	Incorrect Storage and Stacking	Equipment falling	Safety	Possible injury
Equipment Storage	Incorrect Storage and Stacking	Equipment falling	Safety	Possible injury

Monitoring Structure Construction	Exposure to Dust (Particulate Matter, Cement Dust)	Inhalation of particulate matter or coal dust	Health	Possible lung infection
Admin work [facilities (kitchen, ablutions, parking areas)]	Poor hygiene	Possible infections from bacterial infestation	Health	Possible Occupational Illness
Using rest rooms	Exposure to communicable diseases	Possibility of contracting diseases through contact with toilet seats, such as E.coli, Gastrointestinal viruses	Health	Possible illness
Printing	Exposure to Shredding of paper & Printing and faxing	Possible paper cut, toner fumes and laser light effect on the eye	Safety & Health	Possible Injury, respiratory disorder
Driving around the office Environment	Traffic in the complex	Possible Collission	Safety	Possible Injury
Working in close proximity to co-workers who may have infectious diseases	Exposure to Hazardous Biological Agents	Possibility of contracting communicable diseases such as resistant TB,	Health	Occupational Illness

ne risk assessment template

		Next Review Date (every 2 years):	Template identifier:
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k assessment procedure 32-520

Existing Controls			Risk Priority Rating		Control Owner	Legal and Other Requirements
Include: - <u>Preventative Controls</u> (controls implemented to eliminate hazards or reduce the likelihood of the risk occurring), and - <u>Reactive Controls</u> (controls implemented to reduce the immediate impact of the risk occurring) Elimination Substitution Engineering controls Administrative controls Personal protective equipment (PPE)	Consequence	Likelihood		RCE Risk Control Effectiveness	Person allocated the responsibility for implementing the agreed controls	Where relevant, list the relevant legislative and or Eskom requirements that prescribe the control.

Safety Awareness on fatigue Management, Availability, implementation and Monitoring of adherence to fatigue Management Procedure (ETTB 1517), Availability, implementation and monitoring of adherence to the travelling Procedure 240-62946386, MVA reports are analysed on a monthly basis to determine trends on excessive km travelled	5	3	II	P	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3, Driver Fatigue management, ETTB 1517, Safe Travelling Procedure 240-62946386; Risk Assessment Procedure 32-520) Task Specific Risk Assessment (ETFM1289)(ETFM 1038) OHSAS 18001(4.3.1,4.5.3)
Correct Vehicles are dedicated for towing. Procedure for towing in place, Inspections conducted on the Winch before they can be used for towing	5	3	II	P	Line Management, Head of sections/supervisors, Employees	Line 32.3; Line 54.9; ETWI0584; OHSAS 18001(4.3.1,4.4.6; 4.5.3)
Site security Matrix, Security upgrade was done to improve site security based on the rating of the matrix per site, Buddy System	5	4	I	P	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3; Site access procedure (ETPR 0578), Incident Management Procedure (32-95)OHSAS 18001(4.3.1,4.5.3)
Awareness on the importance of wearing PPE raised, pre-task risk assessment, Behavioural Safety observations conducted, correct PPE issued	3	2	III	F	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3, Line 34.2; ETFM1129, ETFM1564; OHSAS 18001(4.3.1,4.4.6)
Availability and implementation of a Manual Handling guideline Awareness, Training and awareness, equipment casing allocated in pool vehicles	3	3	II	F	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3; 32-520; Manual Handling Guideline ETGL0611; OHSAS 18001(4.3.1,4.5.3)

Contractor Management, Availability of Manual Handling Guideline, SHEQ Specification issued, Hazard list issued to contractors to assist with the development of HIRA	4	3	II	F	Line Management, Programme Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3, ETGL0611 Manual Handling Guideline; OHSAS 18001(4.3.1,4.5.3)
Training on Handling of hazardous Chemical Substances conducted, Training analysis on relevant training to be conducted, Training and awareness procedure in place	3	3	II	P	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3, Line 41.2, 41.3, 41.4; Safe handling of hydrocarbon procedure (ETPR1280) OHSAS 18001(4.3.1,4.4.2)
Correct PPE issued to relevant employees, Awareness raised on the safe use or exposure to HCS fumes	2	3	III	P	Responsible Managers and CPM Personnel	Line 32.3, Line 41.10, 41.8; OHSAS 18001(4.3.1,4.4.6; 4.5.1)
Storage facilities allocated internally to ensure that equipment is properly stacked and stored appropriately	3	3	II	F	Line Management, Programme Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3, Line 34.10; ETFM 1042 Stacking inspection Checklist, ETFM 1132 Storage and stacking appointment; OHSAS 18001(4.3.1,4.5.3)
Storage facilities allocated internally to ensure that equipment is properly stacked and stored appropriately	3	3	II	F	Responsible Managers and CPM Personnel	Line 32.3, Line 34.10; ETFM 1042 Stacking inspection Checklist, ETFM 1132 Storage and stacking appointment; OHSAS 18001(4.3.1,4.5.3)

Correct PPE allocated	3	3	II	F	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3, Line 46.3, Line 46.4, 34.10, 46.5, 46.6; ETFM1530 SHE Construction Specification and conformance checklist; 32-726; 32-136;32-524; OHSAS 18001(4.3.1,4.4.6)
Monthly Health and Safety Inspections done on work areas including hygiene facilities by SHE Representatives, Deviations reported to facilities, Deviations escalated to SHE Committee for tracking and closure	3	3	II	F	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3, Line 42.5; SHE rep Inspection form ETFM 1089, ETFM 1030, 32-520; OHSAS 18001(4.3.1)
practicing of proper Hygiene and washing of Hands	3	3	II	P	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3; Line 42.5; OHSAS 18001(4.3.1)
0	4	4	I	F	NMC Management	Line 32.3, Line 40.3, OHSAS 18001(4.3.1; 4.5.1)
Safe Driver Awareness raised continuously, Induction conducted to employees and contractors, Random observations done during vehicle safety awareness	3	3	II	F	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3; 32-95 Incident Management Procedure; OHSAS 18001(4.3.1; 4.5.3)
Medical clinic on site, pre, periodic and post medical surveillance programme in place and implemented, Health awareness raised	5	3	II	F	Line Management, SHEQ Personnel, Head of sections/supervisors, Employees	Line 32.3, 34.6, 44.2, 44.3; OHSAS 18001(4.3.1,4.4.6)

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R	Safety	1	A	Fully effective	I
N	Health	2	B	Mostly effective	II
		3	C	Mostly ineffective	III
		4	D	None	IV
		5	E		
		6			