

	ENVIRONMENTAL MANAGEMENT PROGRAMME (EMP)	Unique Identifier	LD_ENV02
		Revision	Rev. 0
		Effective Date	September 2013
		Next Revision Date	September 2022
		Land Development & Environment	

ENVIRONMENTAL MANAGEMENT PROGRAMME



***Kouga 2nd 66kV feeder bay at Melkhout Substation
(ESKOM-EC Operating Unit)***

June 2021

Compiled by:

Environmental Management Section
Tel: 043 703 5443

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1. Introduction

Environmental Management Programme is a plan to manage/ mitigate environmental impacts associated with the construction activities associated with the decommission and/or replacement of parts within the Kouga 2nd 66kV feeder bay at Melkhout Substation, as indicated below in the Scope Of Work.

2. Scope of work

The scope for this project is as indicated below,

Kouga 2nd 66kV feeder bay at Melkhout Substation works as highlighted below:

YARD WORKS

BENCH MARK

Create a bench mark(s) on site in the position suited for the construction of the substation.

ELECTRICAL PHASING

Electrical phasing of the substation is to be done as per D-EC-1955 Set 11 Sheet 1C Rev 24.

66kV BUSBAR 1

Extend the existing 66kV Tubular Busbar inclusive of the equipment supports as detailed on D-EC-1955 Set 11 Sheet 7 Rev 7. All jumpers and clamps to be installed as per D-EC-1955 Set 11 Sheet 8H Rev 1.

JEFFREY'S BAY 1 66kV FEEDER BAY

Establish Jeffrey's bay 1 66kV Feeder bay with its bypass isolator inclusive of the equipment support as detailed on D-EC-1955 Set 11 Sheet 7 Rev 7. All jumpers and clamps to be installed as per D-EC-1955 Set 11 Sheet 8H Rev 1.

66kV BYPASS BAY

Install new post insulators inclusive of associated jumpers on the 66kV bypass bay as indicated on D-EC-1955 Set 11 Sheet 7 Rev 6. All jumpers and clamps to be installed as per D-EC-1955 Set 11 Sheet 8H Rev 1.

DECOMMISSIONING 66kV BYPASS

Decommission the existing 66kV H-pole structure with its back stays and plant a new structure as indicated on D-EC-1955 Set 11 Sheet 7 Rev 6. All dressing of the structure will have to used

EARTHING

All equipment steelwork is to be earthed to the foundation HD bolts.

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Install portable earthing balls on the equipment steelwork supports as detailed on D-EC-1989 Set 11 Sheet 04 Rev 6 and positions are to be confirmed by the Senior Supervisor for Humansdorp CNC.

The isolator mechanical boxes and handles are to be earthed in accordance with the manufacture's isolator specification.

STONING

Stockpile the yard stone within the substation yard prior any works as detailed in the Project Specification. Supply yard stone for the substation yard, where required, after the work has been completed as indicated on D-EC-1955 Set 11 Sheet 11 Rev 7 (Project Specification).

WEED KILLER

Spray weed killer in the substation on all the stoned areas once all the stoning has been completed (Project Specification).

TRENCHING

Extend existing 750mm trench as detailed D-EC-1955 Set 11 Sheet 11 Rev 7.

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3. Objectives

Its aim is to ensure that the following are in place

- Responsibilities for the environmental performance of the Substation are known by the construction, operation and maintenance staff.
- Monitoring schedule is established to identify potential negative environmental impacts associated with construction/ decommissioning such as bush clearing, oil pollution, solid, liquid or gaseous waste, soil erosion, etc.
- Ensure all environmental safeguards are carried out correctly.
- Manage site activities effectively and coordinate with other players in the project.
- Minimise adverse impacts on the environment.
- Ensure that environmental mitigation measures are in place from the start of the project.
- Minimise disruption to fauna and flora and neighbouring landowners/communities.

4. Specific conditions

1. Substation is a restricted area, public should not be allowed to enter without approval and/or without induction.
2. Moderate speeds should be maintained on access roads to minimize or avoid dust pollution, especially close to homesteads, clinics, schools or trading stores.
3. Site vehicles should be permitted only on existing roads. Vehicles are not permitted on re-vegetated areas and site traffic should be limited to prevent unnecessary damage to the natural environment.
4. The existing cabinets at the substation are often inhabited by bees, wasps and hornets, caution must be taken when construction work commences.
5. Since the construction work will be carried out in Summer the risk of encountering snakes is high, caution must be taken.

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6. Vehicles transporting any equipment that may be hazardous must be supplied with oil spillage mop-up kits.
7. The drivers of these vehicles should know the emergency contact details, should there be an accidental oil spillage.
8. Safety check on the transported material must be conducted prior to the delivery and after re-loading.
9. Storm water runoff must be managed efficiently so as to avoid storm water damage and erosion to adjacent properties.
10. All decommissioned equipment (e.g. construction rubble, barricading netting, battery parts etc.) should not be left on site.
11. Non-reusable or non-recyclable materials should be disposed off at a permitted Municipal dumpsite registered to carry such waste.
12. No fences, gates or locks may be damaged to obtain access onto the substation. Arrangements must be made in advance to obtain permission for access. All removed or damaged fences must be replaced immediately after the construction.
13. No fires may be lit on Eskom property or in the construction camp.
14. In areas where the ground has been compacted or deep ruts have formed, the ground shall be rehabilitated immediately by ripping and vegetating using suitable indigenous vegetation after construction.
15. Any clearing of indigenous vegetation shall be done after proper authorization (license) has been obtained from the Environmental Advisor.
16. Dust emitted during construction phase must be controlled.
17. Temporary ablution facilities must be provided on site. No ablutions may take place in or near water courses.

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During the replacement of certain equipment, the following must be considered.

- All **decommissioned equipment from the existing substation** (e.g. faulty transformers, faulty cables, old recloser and sectionalizes) shall not be left on site. Reusable and recyclable materials shall be sent to Eskom stores. Non-reusable or non-recyclable materials shall be disposed of at a municipal landfill site.

- All **oil spill incidents** shall be reported to the Environmental Management section. Contact details below. An oil spill report form must be completed.

Absorbent cushions should be utilized once the bund walls are done so as to ensure that oil does not come out of the outlet. This cushion is primarily used to trap oil. A cushion must be placed inside the bund wall itself, but at the mouth of the outlet.

It is the responsibility of the Technical Service Officer to ensure that these bund walls are maintained properly i.e. periodically changed when necessary.

- Where applicable **all eroded areas on access road must be rehabilitated** during the strengthening project by:
 - a) Leveling and straightening all spoiled areas within and around the substation.
 - b) Storm water diversion berms must be constructed on the access road where applicable.
 - c) The stoning must be done according to Eskom's specification.
- If activities that can cause a fire are carried out, **fire extinguishers must be available** on site.
- **Eskom employees** must at all times be courteous towards landowners, tenants and the local community.
- If any vehicle should get stuck, the **damage must be repaired** immediately so that no deep ruts remain.
- A proper storm water drain must be built to channel water effectively so as to avoid possible soil erosion.
- All **bund walls must be built** as per the Standard for Passive Fire Protection in Distribution Substation Yards (SCSASAAA0

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- The **site must be rehabilitated** to its original state after the substation construction activities have been completed.
- The general conditions are set out in Eskom's Generic Environmental Management Plan (EMP) must be adhered to.
The following aspects must also be addressed as part of the EMP:
 - Education of construction staff regarding environmental ethics and issues.
 - Monitoring of all operations under the guidance of an environmental officer, duly assigned to the project.

4. Legislation

The EMP is compiled in order to comply with the following legislative documents:

- National Environment Management Act, 1998 (Act 107 of 1998) (as amended)
- Environment Conservation Act, 1989 (Act 73 of 1989) (as amended)
- National Water Act, 1998 (Act 36 of 1998)
- Conservation of Agricultural Resources Act, 1983 (Act 43 of 1983)
- National Environment Management: Biodiversity Act, 2003 (Act 10 of 2003)
- National Heritage Resources Act (Act 25 of 1999)
- Development Facilitation Act (Act 67 of 1995)
- National Forest Act 1998 (Act 30 of 1998)

Eskom Normative referenced to:

- SHEQ Policy 32-727
- Passive Fire Protection in Distribution Substation Yards (SCSASAAA0)

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5. Duties/ responsibilities

Project Manager:

The Project Manager (PM) is responsible for ensuring that on-site activities are undertaken in accordance with the requirements of the EMP. Ultimate responsibility for the works typically lies with the PM. The PM must:

- 1) Ensure that environmental requirements are adequately covered in contract documents.
- 2) Identify corrective action if non-compliance occurs or unforeseen environmental issues arise that require environmental management action and ensure that this is implemented.
- 3) Ensure that appropriate records and information regarding compliance with environmental requirements are maintained.
- 4) The PM must ensure that all site instructions are clearly communicated to the staff on site.
- 5) Undertake ongoing monitoring of the construction site through regular site visits and record key finding. This includes photographic monitoring of the construction site.
- 6) Advise the external contractor or MEW on environmental matters during the construction phase of this development.
- 7) Audit the implementation of the EMP by the construction team/ MEW.
- 8) Keep a site diary or other appropriate records in which events and concerns of significance are to be recorded.
- 9) Advise the contractor / MEW on actions or issues impacting on the environment and provide appropriate recommendations to address these matters.

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Contractor and/or MEW

Appointed contractor and/or MEW is responsible for implementing the requirements of the EMP during the construction period. This means that the appointed contractor or MEW must:

- 1) Assign the environmental responsibilities to appropriate staff members on the site (e.g. the site foreman or supervisors responsible for particular aspects of the contract task order).
- 2) Plan and schedule activities in a manner that minimises the potential for disruption to neighbouring communities and impact on the environment. In this regard, appointed contractor must discuss and agree such plans with the PM.
- 3) Ensure adherence to the requirements of the EMP by all employees, subcontractors, suppliers, agents, etc. This may mean that the appointed contractor will need to include environmental requirements in the contracts with subcontractors.
- 4) Ensure that environmental concerns or problems that he/she identifies are timeously raised with the PM and that the PM's recommended course of action is implemented.
- 5) Ensure that any corrective action stipulated by the PM is implemented.

6. Generic environmental specifications

SOIL

- Determine the average depth of the topsoil prior to excavations
- Care must be taken not to mix topsoil and subsoil during stripping.
- Topsoil to be adequately protected from contamination from construction activities and material.
- Polluted topsoil must be disposed of at a licensed landfill site.
- No soil stripping must take place on areas within the site that the MEW does not require for construction works, or on areas of retained vegetation.
- Wind and water erosion-control measures to be implemented to prevent loss of

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Topsoil.

- Subsoil and overburden should, in all construction and lay down areas, be stockpiled separately to be returned for backfilling in the correct soil horizon order.
- Construction vehicles must only be allowed to utilise existing tracks or pre-planned access routes.
- Stockpiles should not be situated such that they obstruct natural water pathways and drainage channels.
- Stockpiles should not exceed 2m in height.
- Following the construction phase, the topsoil should be placed as the final soil layer prior to seeding.

WASTE MANAGEMENT

- Containers with suitable covers shall be provided and conveniently placed. A waste refuse bag must be available on the construction vehicles at all times for general litter. All the containers will be removed from the site for disposal at a commercial facility licensed for this purpose.
- No waste is to be left on site whether it is biodegradable or not. Unutilised construction materials are to be removed once construction has ended, e.g. crushed stone may not be left or randomly strewn around the site.
- No waste shall be left in the veld or at the substation.

ABLUTION FACILITIES

- Make use of the ablution facilities at the substation
- Toilets may not be situated within 100 meters of any water body or within the 1:100 year flood line.

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- A sufficient number of toilets shall be provided to accommodate the number of personnel working in any given area. Toilets may not be further than 100m from any working area.
- All temporary / portable / mobile toilets shall be secured to the ground to prevent them from toppling over due to wind or any other cause.

HAZARDOUS SUBSTANCES

- All waste hazardous materials must be carefully stored, and then disposed of offsite at a licensed landfill site.
- Contaminants to be stored safely to avoid spillage.
- Drip trays must be available to contain accidental spills.
- Machinery must be properly maintained to keep oil leaks in check.
- Use and /or storage of materials, fuels and chemicals which could potentially leak into the ground must be controlled in a manner that prevents such occurrences.
- All storage tanks containing hazardous materials must be placed in bunded containment areas with sealed surfaces.
- Contaminated soil by oil should be treated by a Drizit biogel and other treatment products such as Drizit cushions / loose fibre to absorb oil must be purchased from Cape Chemicals and they should be readily available on site prior to construction in case of emergencies.

Contact details:

- Cape Chemical Industries Cc
 - **Tel:** 041- 451 3341 **Fax:** 041 – 453 6686 **Cell no:** 083 4688366
 - **E-mail:** cci@yebo.co.za
- Bluestream Environmental Technology (Pty)Ltd
 - **Tel:** 011- 708 0555 **Fax:** 011- 708 0560 **Cell no:** 082 505 5136
 - **E-mail:** cyril@bluestream.co.za

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- Sunsb Chemicals
 - **Tel:** 042- 294 1131 **Fax:** 042-294 1981 **Cell no:** 083 626 0197
 - E-mail: dcaldert@tiscali.co.za
- Waste-Tech (EnviroServ)
 - **Tel:** 043- 745 1621 **Fax:** 043- 745 1656 **Cell no:** 082 779 6356
 - E-mail: scottf@enviro-serv.co.za

FLORA AND FAUNA

- No trees shall be cut or removed without prior permission from the landowner.
- Permits should be obtained for protected trees (protected trees should be dealt with in special conditions)
- No animals shall be killed on site.
- Access route must follow existing tracks wherever possible even if these tracks appear longer than a more direct route. Multiple parallel tracks are to be avoided at all times especially in the veld. The movements of vehicles must be confined to the immediate vicinity of the tower location.

DUST

- Damping down of un-surfaced and un-vegetated areas during dusty periods is required.
- Retention of vegetation where possible will reduce dust travel.
- Excavations and other clearing activities must only be done during agreed working times and permitting weather conditions to avoid drifting of sand and dust into neighbouring areas.
- The Contractor shall be responsible for dust control on site to ensure no nuisance is caused to the Landowner or neighbouring Communities.
- A speed limit must not be exceeded on dirt roads.
- Any complaints or claims emanating from the lack of dust control shall be attended to immediately by the Contractor.

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NOISE

- Construction site yards, workshops, and other noisy fixed facilities should be located well away from noise sensitive areas.
- Noise levels must be kept within acceptable limits.

WATER QUALITY

- Adequate sanitary and ablutions facilities must be provided for construction workers
- The facilities must be regularly serviced to reduce the risk of surface or groundwater pollution.
- Any hazardous substances must be stored at least 100m from any of the water bodies on site.
- Contaminated wastewater must be managed by the Contractor to ensure existing water resources on the site are not contaminated. All wastewater from general activities in the camp shall be collected and removed from the site for appropriate disposal at a licensed commercial facility.
- Site staff shall not be permitted to use any other open water body or natural water source adjacent to or within the designated site for the purposes of bathing, washing of clothing or for any construction related activities.
- Compaction of backfilled material must attain low soil permeability.
- Backfilling of trenches must be done in such a way that water ponding and erosion of the backfilled trench are avoided.

MANAGEMENT OF WATER COURSES

- Minimise construction footprint in wetland.
- No construction of pylons within a wetland is allowed without a General Authorisation or Water Use Licence from Department of water Affairs.

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- The construction works areas should be narrower at watercourse, riparian habitat and wetland buffer crossings, where topsoil and excavated material should be stored outside of these areas.
- Manage flow passing through running track to minimise disturbance to flow regime and to prevent erosion.
- Flow to remain unaltered following construction, except at riverbanks if stabilisation structures are required. Eskom Environmentalist to be advised to acquire a Water Use licence from the Department of Water Affairs.
- Construction camps to be located 50m from edge of riparian habitat / wetland buffer zone.

ARCHAEOLOGICAL SITES

- Any archaeological or historical site uncovered during construction shall be reported to the PM immediately, who shall then immediately stop the works in that area and inform the Environmental Officer.
- Any discovered artefacts shall not be removed under any circumstances. Any destruction of a site can only be allowed once a permit is obtained and the site has been mapped and noted.
- Permits shall be obtained from the Eastern Cape Heritage Resources Authority.
- Graves shall not to be interfered with in any way.

FIRE PREVENTION

- The Contractor shall have operational fire-fighting equipment available on site at all times. The level of firefighting equipment must be assessed and evaluated thorough a typical risk assessment process. It may be required to increase the level of protection,

**ALL ENVIRONMENTAL RELATED INCIDENTS DURING CONSTRUCTION
MUST BE REPORTED TO THE ENVIRONMENTAL MANAGEMENT SECTION.**

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TEL: 043 - 703 5443 (Zandi Siyongwana)

043 - 703 2937 (Thandokazi Myingwa)

NOTE: This document shall form part of the contract. If any deviation from conditions stated below resulted in negative environmental impacts, the contractor will be held liable for full rehabilitation costs of the impacted area.

A completed copy of a closure certificate (see below) must be sent to Environmental Management Section on completion of the project.

NOTE: This document shall form part of the contract. If any deviation from conditions stated below resulted in negative environmental impacts, the contractor will be held liable for full rehabilitation costs of the impacted area.

ANNEXURE A

ENVIRONMENTAL CLOSURE CHECKLIST
TO BE COMPLETED AT PROJECT CLOSURE BY PROJECT MANAGEMENT AND ATTACHED TO CLOSURE CERTIFICATE (A complete copy must also be sent to Environmental Management)

PROJECT:

.....

BRIEF PROJECT DESCRIPTION:

		N/A	YES	NO
1.	Did you obtain a copy of an EIA Report or DESD Report from Land Development (Environmental Management Section)?			
2.	Did you obtain a copy of an Environmental Management Programme (EMP) from Environmental Management Section, Contracts Department?			
3.	Has the EMP been included in the contract specification?			
4.	Have you given copies to the bush clearing contractor (If applicable) and explained the content of the EMP?			
5.	Have you given copies to the Construction contractor (If applicable) and explained the contents of the EMP?			

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6.	Have the above signed and understood the EMP?			
7.	Was any part of the EMP not followed? If yes, please specify.			
8.	Was any part of the EMP not practical to follow? If yes, please specify.			
9.	Were any environmental problems encountered during bush clearing and / or construction phase? What were these problems?.....			
10.	Were these problems addressed? What action was taken to address the environmental problems?			
11.	Did you report these problems to Environmental Management Section?			
12.	Have you ensured that Field Services is aware of and have a copy of the EMP for this project including all specific environmental information on the project.			

General comments:.....

Signed by: (Project manager/co-ordinator): Date:

(Clerk of Works): Date:

Copy of completed checklist to be placed in Closure File of all projects.

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OIL SPILL ASSESSMENT FORM

ASSESSMENT TABLE

Using your judgement and facts available, allocate relevant points (1, 3 or 5) to each of the following and add together. The accumulative score will dictate the appropriate corrective action.

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CONDITION	1	3	5
Source of the spill	Weep	Drip/Leak	Explosion/Incident
Age of spill	Historic	Happened recently - spill still moist	Happened within last 24 hours
Threat to any waterbody	No threat	Threat with rain	Access to waterway
Containment	Leak is minor - can be controlled, contained and plugged with oil spill kit	Leak is moderate - cannot be successfully managed with spill kit.	Leak is serious, containment is impossible
Life threatening Conditions	Not at all	Moderate (Environmental or health risk only)	Serious (Explosion, fire, health and major environmental)
Weather conditions	Good weather and will prolong till spill is cleared	Moderate, but may change suddenly to weather conditions which will hamper containment	Raining
Properties affected	None	On-site (Only Eskom's property is affected)	Off-site (Eskom's neighbor and public roads) ≥25 points
Public relations threat	Small	Medium	Large
Soil types	Clay or compacted ground	Loose or loam soil	Sandy soil and Gravel
Traffic implications	Not on any road	Public road	Road closed
PCB presence*	None	Less than 50 ppm in the oil	Over 50 ppm in the oil will automatically get ≥25 points
TOTAL SCORE	SUB TOTAL	SUB TOTAL	SUB TOTAL

SIGNATURE _____ NAME

DATE

Minor spill ≤ 12 points	Moderate Spill 13 – 24 points	Major Spill ≥ 25 points
Clean-up must be performed and a report issued to the relevant Environmental co-ordinator	Contain and call in the assistance of the Environmental co-ordinator	Contain, call on contracted emergency response team and call Environmental co-ordinator

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Annexure B

OIL SPILL FEEDBACK FORM

Please attach additional notes if necessary or if the space supplied is not sufficient

1.	Give a short description of the oil spill incident.	
2.	Give a short description on the following: -What was done immediately after the spill was discovered -Could it be contained and how -Was an emergency team involved and was it a contracted team -Was free oil evident, how was this removed and what happened to this oil -Has final remediation begun and what is being done -Was PCB test results available and during which phase was this established	
3.	Which role did you fulfill within the process?	
4.	How many litres of oil were involved?	
5.	How big was the area that was polluted?	
6.	Did any water pollution occur in the following areas? -trap dam -river -dam (water supply) -streams -underground	
7.	How would you describe the incident – major or minor?	
8.	Were there any other hazards or issues that needed attention?	
9.	What was the weather conditions like? -wind -temperature -precipitation e.g. rain or fog	

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10.	What were the causes - please explain? -human -technical -physical -organizational	
11.	What was affected? -installation - describe -establishment -off-site local -off site regional	
12.	How many people were affected? -staff -locals Describe the possible risks.	
13.	What were the ecological effects? -pollution/contamination/damage -residential area -common wild fauna/flora -water catchment areas -land -marine or other fresh water	

14.	What were the material losses (in Rands)? -material (costs to Eskom) -response -clean-up -restoration	
15.	Was any community life disrupted?	
16.	Was any utility such as electricity, sewage or water interrupted?	
17.	Was there significant public concern?	
18.	Who was notified within Eskom?	
19.	Who was notified outside of Eskom?	
20.	What lessons were learnt from this? -measures to prevent recurrence -measures to mitigate consequences -useful references	
21.	Did you experience a lack of: -guidance -expertise -standards	

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22.	-directives -reference material -Eskom assistance -Outside assistance	
	Any recommendations	
23.	Any other comments	

NAME _____ SIGNATURE _____

DATE _____ SITE _____

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