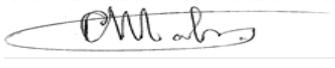
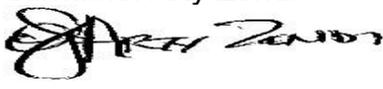




**Site Specific Health and Safety Specification in terms of 2014
Construction Regulations 5.1(b)**

Document Title	Site Specific Health and Safety Specification
Client	EThekweni Municipality-Engineering Directorate: Roads and Stormwater Maintenance.
Project title	Enquiry for the removal and replacement of damaged signs, Supply and installation of new road signs and retro-reflective road marking and thermoplastic spray road marking as and when required within the South central region of EThekweni Municipality for 36 Months.
Contract Number	1M-34280.
Revision	00
Date	12 February 2026
Internal Reference no.	SSHSS 45/12/2026
Compiled by (Safety officer)	Name and surname: Phumlani Mabaso Signature:  Date: 12/02/2026
Reviewed by (Manager: Safety & Risk)	Name and surname: Arty Zondi Signature:  Date: 12/02/2026
Received by Principal contractor	Name:
	Signature:

PROJECT LOCALITY

N/A

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1. DEFINITIONS

For the purpose of this Construction Health and Safety Specification, all definitions in the Occupational Health and Safety Act and Regulations, the abbreviations and the definitions given hereunder shall apply; where definitions may overlap, the most onerous requirement shall apply:

Acronym or Definition	Meaning
Agent	Refer to the Agent appointed by the Client to act on its behalf, and who is appointed in writing
CHSS	Refers to this document as the Construction Health and Safety Specification
Client	Refers to eThekweni Municipality
COIDA	Means Compensation for Occupational Injuries and Diseases Act 130 of 1993
Construction Site	Means the premises and grounds where construction work is being performed
Principal Contractor	Means an employer appointed by the Client to perform construction works
CR	Refers to the Construction Regulations of 2014
DSTI	Refer to a documented daily safe task instruction compiled and issued by a contractor and trained to all relevant employees
H&S	Refers to Health and Safety
Medical Certificate of Fitness	Means a valid medical certificate of fitness issued by an occupational medicine practitioner, such medical testing shall be relevant to the risks of the construction work on the construction site and shall conform to the Occupational Health and Safety Act and Regulations and to the requirement of this Health and Safety Specification
Method Statement	Refer to a document detailing the key activities to be performed in order to reduce as reasonably as practicable the hazards identified in the Risk Assessment
OHSA	Refer to the Occupational Health and Safety Act
Regulations	Refer to the Regulations stipulated in the OHSA
S	Refer to a section in the OHSA
SACPCMP	Means the South African Council for the Project and Construction Management Professions
Sub-Contractor	Means an employer appointed by the Principal Contractor
SADC	Southern Africa Development Community

2. PROJECT DESCRIPTION

2.1 Description of Site and Access

The following types of roads are covered under this contract

- Residential roads on bus routes
- Dual and single carriageway arterial roads
- Roads within the various city centres
- Freeways within eThekweni's jurisdiction]

3. LIMITATIONS OF LIABILITY

The Client or its Agent shall not be responsible for any acts or omissions of any contractor which may directly or indirectly result from the application of the CHSS or any project specific version thereof.

All contractors must ensure that articles, work, equipment, machinery, plant and work practices are, at all times compliant to the legal requirements as these apply.

The Client or its Agent shall limit its responsibility to the application of the Construction Regulations Clients Requirements only.

The Principal Contractor shall enter into a Mandatory Agreement with the Client, as defined in Section 37(2) of the Occupational Health and Safety Act.

The Principal Contractor shall ensure that each contractor appointed by the Principal Contractor and each sub-contractor appointed by a contractor also into a Mandatory Agreement with the Principal Contractor, as defined in Section 37(2) of the Occupational Health and Safety Act. These agreements shall be included in the Principal Contractor's H&S File on site and be valid for the duration of the contractors' work on the construction site.

4. PURPOSE OF THE CONSTRUCTION H&S SPECIFICATION

This document defines the minimum management requirement that is to be implemented by the Principal Contractor/Contractor for the management of Health and Safety on any eThekweni Municipality project.

The aim of this document is to present the health and safety aspects that need to be controlled and managed on the project.

This Health and Safety specification identifies and encompasses the working behaviours and safe work practices that are expected of all employees, Vendors and Contractors, Sub-Contractors and Visitors, engaged on construction site.

Providing a guideline to comply with best Health & Safety practices and the Occupational Health and Safety Act 85/1993 as amended, including reference to applicable legislative requirement.

5. PROJECT HEALTH AND SAFETY COST

The Client must ensure that potential Principal Contractor submitting tenders have made adequate provision for the cost of health and safety measures.
The Principal Contractor shall allow in their cost provision for complying with the requirements of this CHSS; resources for the following H&S controls shall be in place.

	H&S cost item	Description
1.	Construction Safety Officer.	Construction safety officer is required to ensure that the health and safety plan is implemented on site.
2.	Medical certificate of fitness.	Medical examination of all employees and certification of fitness by an Occupational Medicine Practitioner
3.	Personal Protective Equipment.	PPE to be provided as per risk exposure, including but not limited to : respiratory, adapted hearing protection, adapted hand protection, adapted eye and head protection.
4.	Public protection and barricading.	To reduce risk exposure to the employees and members of the public.
5.	Training and competency.	Occupational Health and Safety Training in accordance with the skills matrix included in the approved H&S Plan.
6.	Dust mitigation.	To reduce dust exposure to the employees and the public
7.	Employee facilities.	Refer to the Facilities Regulations (drinking water, change facility, personal lockers, and wash facilities, eating facilities.
8.	First Aiders.	Standard first aid training.
9.	Other.	Items not indicated in the Specification

6. SCOPE AND DESCRIPTION OF WORK

This specification covers requirements for all labour, materials, transport, plant and equipment for the manufacture, delivery and installation of traffic signs and posts, reinstating of faded or new road marking paint as and when required by the Roads and Stormwater Maintenance Department: -

- Manufacture of the signs.
- Supplying all posts, nuts, bolts and washers etc. (stainless steel grade 304), and clamps for the assembly and erection of the signs.
- Transporting and installation of the posts, and signs.
- Removal and disposal of damaged posts and signs.
- Reinstating of faded or new road marking using retro reflective Road Marking paint.
- Road marking maintenance work on primarily high order roads, using Thermoplastic hot melt road marking paint

All signs shall be manufactured fully in conformity with the latest Southern African Development Community Road Traffic Signs Manual (SADCRTSM), the Road Traffic Act (RTA) and SABS

7. COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT

The Principal Contractor, each contractor and each sub-contractor shall submit proof of Good Standing with COIDA Commissioner or a Mutual Association licensed in terms of Section 30 of COIDA, prior to starting any work on site.

A copy of the Letter of Good Standing with COIDA Commissioner must be included in the H&S Plan of each contractor working on the site and must remain updated for the duration of the construction work.

Kindly note that the letter of good standing will be verified with the Department of employment and labour or any service provider.

8. APPLICATION FOR CONSTRUCTION WORK PERMIT

The Principal Contractor shall assist the Client in compiling the evidence required by the Department of Labor for the issuing of the Construction Work Permit.

The Principal Contractor shall ensure that the H&S Plan presented for approvals includes:

- Evidence that the Principal Contractor made adequate provision for the cost of H&S measures
- Evidence that the Principal Contractor has the necessary competencies and resources to carry out the construction work safely.
- A copy of the Letter of appointment of the Construction Manager in terms of CR 8(1) + proof of his qualification, competence and registration where applicable.
- Proof of the registration of the Principal Contractors safety officer with the SACPCMP.

The Principal Contractor shall display the work permit number at the main site entrance. This display must be conspicuous to the satisfaction of the Department of Labor. The permit must be noticeable.

The construction works can only commence once the construction work permit is issued by the Department of Labor.

9. NOTIFICATION OF CONSTRUCTION WORK

The Principal Contractor must at least 7 days before that work is to be carried out notify the provincial director in writing in a form similar to Annexure 2 if the intended construction work will—

Include excavation work;

Include working at a height where there is risk of falling;

Include the demolition of a structure; or

Include the use of explosives to perform construction work.

A contractor who intends to carry out construction work that involves construction of a

single storey dwelling for a client who is going to reside in such dwelling upon completion, must at least 7 days before that work is to be carried out notify the provincial director in writing in a form similar to Annexure 2

10. MANAGEMENT AND SUPERVISION OF CONSTRUCTION WORK

10.1 Construction Manager

The Principal Contractor shall appoint a full time competent person as the construction manager with the duty of managing all construction on the site including the duty of ensuring occupational health and safety compliance.

The Construction Manager must demonstrate competency in relation to work being performed and the ability to manage construction work which may include making all statutory appointments in terms of health and safety.

10.2. Construction Safety Officer

The Principal Contractor shall appoint a competent Construction Safety Officer for the construction work. The Construction Safety Officer shall be full/part time on the construction site for this project.

The Safety Officer shall be registered with the South African Council for the Projects and Construction Management Professions. Proof of competence and registration of the appointed Construction Safety Officer must be included in the H&S Plan.

10.3. Construction Supervisor

A Construction Manager must in writing appoint construction supervisors responsible for construction activities and ensuring occupational health and safety compliance on the construction site.

A contractor must, upon having considered the size of the project, in writing appoint one or more competent employees for different sections thereof to assist the construction supervisor contemplated in subregulation (7), and every such employee has, to the extent clearly defined by the contractor in the letter of appointment, the same duties as the construction supervisor: Provided that the designation of any such employee does not relieve the construction supervisor of any personal accountability for failing in his or her supervisory duties in terms of this regulation.

11. PRINCIPAL CONTRACTOR'S HEALTH AND SAFETY PLAN

The Principal Contractor shall submit a suitable, sufficiently documented and coherent specific health and safety plan based on the Client documented Health and Safety Specification. The health and safety plan shall include but not limited to the following:

- Project Title. (Cover page-Client details and Principal Contractor details)
- Project Description and Scope of Contract (As per contract document)
- Abbreviations.
- Reference Documents.
- Introduction.
- Policy Statements.
- Objectives and Targets.

- Compliance with Compensation of Occupational Injuries and Diseases Act 130 of 1993 (COIDA).
- Site Specific Organogram of reporting structure all persons appointed in terms of OHS Act No. 85 of 1993.
- Legal Requirements and Documentation.
- Management of construction and supervision.
- Administrative control (keeping of the safety file).
- Site inspection and keeping of records/registers.
- Hazard Identification and Risk Assessment & Risk Control as well as monitoring and review plan and Daily Safety Task Instruction.
- Written Safe Working/operating Procedures.
- Education and Training (Induction).
- Safety awareness.
- Sub-Contractor and Supplier Management.
- Emergency evacuation procedure and emergency Preparedness on site.
- Monthly compliance Assessment (Internal and external (client) Audit).
- Welfare Facilities.
- Use and Temporary Storage of Flammable Liquids on Construction Site
- Fire Prevention & Protection on Construction Site.
- Incident Management & First Aid.
- Waste Management on site.
- PPE Provision and Maintenance on Construction Site.
- Management of environmental risks.
 - Heat stress measures on site.
 - Dust control measures.
- Hand &Electrical Tools Management.
- Health and Safety Plan Health and Safety plan implementation and review.
- Public/Pedestrian Safety.
- Health & Safety Signage on Construction Site.
- Traffic accommodation on site.
- Construction Vehicles and Mobile Plants on Construction Site.
- Health and safety training & competencies.
- Housekeeping and general safeguarding on construction site.
- Handling and Storage of Hazardous chemicals substances.
- Medicals certification of employee's fitness.
- Site Security and access control.
- Transportation of employees to site.
- Manual handling of heavy objects.

12. HAZARD IDENTIFICATION AND RISK ASSESSMENT

The Principal Contractor shall before commencement of any construction and during such construction works have risk assessments performed by appointed competent person in writing which forms part of the health and safety plan to be applied.

Kindly note that risk assessments must be specific to the work on site and must be so recorded on the risk assessment document. **(NO GENERIC RISK ASSESSMENTS WILL BE**

ACCEPTED). The Risk Assessor must be fulltime on site to monitor the risks and update the documentation.

The provisions of Regulation 9 of the Construction Regulations shall be followed in every detail.

13. HEALTH AND SAFETY FILE

The Client must discuss and negotiate with a Principal Contractor the content of the Health and Safety Plan and thereafter finally approve the Health and Safety plan for implementation. The recommended Health and Safety file shall include the following:

- Award letter from SCM
- Client Health & Safety Specification and a blank template for recording communication.
- Policies (Health and Safety, Environmental, HIV and AIDS, Alcohol and drug and Smoking)
- Principal Contractor Health & Safety Plan and template for recording communication.
- Updated letter of good standing with Commissioner
- Section 37.2 Mandatory Agreement (To be issued by the client on approval)
- Contractor appointment letter in terms of CR 5.1(k) (To be issued by the client on approval)
- Organogram as per appointments (Site specific and appointments need to correspond with the organogram)
- Legal appointment letters and competencies (Construction Manager, Construction Supervisor, Traffic/Construction Safety Officer, Risk assessor, Incident Investigator, First aider, Fire equipment Inspector, Construction Vehicle and Mobile Plant and Health and safety representative) etc.
- Client baseline risk assessment.
- Risk Assessments as per scope of work & Risk Control and Monitoring and review plan.
- Daily safety task instruction.
- Written Safe Working Procedures as per scope of work and activities on the risk assessment.
- Applicable Inspection Registers
- Incident/Accident Management Procedure/Policy, Register and relevant forms (Annexure 1, Wcl2 and first aid dressing register) etc.
- Latest copy of OHS Act and other relevant regulations
- Environmental Management Plan Procedures (Dumpsite, Water provision, Ablution, Waste management, Refueling and spillage management, hazardous chemicals storage and disposal, Environmental awareness training etc)
- Health and Safety Induction manual. (Employees and visitors)
- Site Emergency Preparedness Plan Site Emergency Preparedness and response Plan, Key Personnel contact numbers and template for recording communication.
- Site Safety Rules and template for recording communication.
- Medical Records – Medical Fitness Certificate
- Tool box talks awareness
- Material Safety Data Sheets, Hazardous Chemical Register and a template for recording communication.
- Traffic management plan and a template for recording communication.
- Subcontractor appointments and the subcontractors list, 37.2 Mandatory agreement and CR 7(1) (c) (v) (blank template).
- Site SHE internal and external audit records.

- Personal protective equipment issuing and maintenance records.

14. CLOSE-OUT CONSOLIDATED HEALTH AND SAFETY FILE

The Principal Contractor shall compile a consolidated H&S file and hand over to the Business Unit, OHS Unit will conduct a project close out using the appropriate checklist before the completion of the project.

15. INDUCTION AND HEALTH AND SAFETY AWARENESS

15.1 Induction Training

The Principal Contractor shall ensure that all employees have gone through the induction training before commencing duties on site.

The Principal Contractor must ensure that all visitors to the construction undergo health and safety induction pertaining hazards prevalent on the site and ensure that visitors have appropriate PPE. The Principal Contractor must at all times on his or her construction site keep records of health and safety induction training.

15.2 Health and Safety Training

The Principal Contractor shall ensure that employees are trained on health and safety measures this shall include but not limited to:

- Client health and safety specification
- Client baseline risk assessment
- Written Safe Working Procedures
- Risk Assessments
- Health and Safety Plan and other policies
- Emergency Management Plan
- Incident management procedures
- Environmental management procedures
- Toolbox Talks
- MSDS
- Traffic management plan

16. INCIDENTS MANAGEMENT & FIRST AID

All incidents and accidents as per Section of the Act must be reported, recorded and investigated as per General Administration Regulation 8 & 9

Where a fatality or permanent disabling injury or incident occurs on the Construction site, the Client must ensure that the Principal Contractor provides the Provincial Director with a report contemplated in Section 24 of the Act and the report includes the measures that the Principal Contractor intends to implement to ensure a safe construction site.

17. HEALTH AND SAFETY AUDITS

The Client must ensure that periodic health and safety audits are conducted at intervals mutually agreed upon between the Principal Contractor and the Client at least every 30 days,

the copy of the health and safety audit report must be provided to the Principal Contractor within seven days after the audit.

18. FIRE PRECAUTIONS ON CONSTRUCTION SITE

The Principal Contractor shall provide suitable fire extinguishers which shall be serviced regularly in accordance with the manufactures recommendations.

Safety signage shall be prominently displayed in all areas where fire extinguishers are located. The Principal Contractor shall arrange for training of the relevant personnel, in the use of fire extinguishers.

The provisions of Regulation 29 of the Construction Regulations as well as Regulation 9 of Environmental Regulation for Workplaces shall be followed in every detail.

19. ELECTRICAL INSTALLATIONS AND MACHINERY ON CONSTRUCTION SITE.

The Principal Contractor shall designate a competent electrician in writing who shall control all electrical installations.

All temporary electrical installations used by the contractor are inspected at least once a week by a competent person and the inspection findings are recorded in a register kept on the construction site.

All Electrical machinery is inspected by the authorized operator or user on daily basis using a relevant checklist prior to use and the inspection findings are recorded in a register kept on the construction site.

The provisions of Regulation 5, 6 & 9 of the Electrical Installation Regulations shall be followed in every detail.

20. PERSONAL PROTECTIVE EQUIPMENT AND CLOTHING.

The Principal Contractor shall ensure that every employee is issued with, and wears SANS-approved P.P.E. as per the conducted risk assessment.

Failure to use protective equipment as per the risk assessment shall require disciplinary intervention and this process shall be documented in the induction.

No employer shall in respect of anything which he is in terms of this Act required to provide or to do in the interest of health or safety of an employee make any deductions from any employee's remuneration or require or permit any employee to make any payment to him or to any other person.

The provisions of Regulation 2 of the General Safety Regulations shall be followed in every detail.

21. OCCUPATIONAL HEALTH ANDSAFETY SIGNAGE

The Principal Contractor shall erect and maintain quality safety signage

The signage shall include but is not limited to:

- Traffic control signs.
- Emergency telephone number(s)
- PPE to be worn at the particular site
- When falling objects may occur, relevant barricading and warning signs must be erected

22. DUTIES OF PRINCIPAL CONTRACTORS AND CONTRACTORS

Contractors and sub-contractors must be given a copy of the H&S specification and any additional specification issued by the Client and shall comply with these specifications integrally. All employers working on the site shall conform to the standard in the CHSS. All the duties of the Principal Contractor in this CHSS equally apply, in full, to contractors of such Principal Contractor and to sub-contractors of such contractors.

The Principal Contractor shall ensure that the comprehensive and updated list of all the contractors and sub-contractors on site includes:

- A reference to the agreements between the parties, including all contractors Section 37(2) agreements with the Principal Contractor
- The type of work being done
- The date of the approval of the H&S Plan
- The date of expiry of the COIDA certificate of good standing
- Appointments and competencies.
- Medical certification of employees.
- The date of the last monthly audit.

The provisions of Regulation 7 of the Construction Regulations shall be followed in every detail.

23. PUBLIC HEALTH AND SAFETY

The site shall at all times be secured to prevent the unauthorized access of persons to construction risk areas.

Appropriate health and safety signage shall be posted and access control to site must be exercised via a single access point.

All members entering the site must indicate in what capacity they are visiting the site.

The access point must be designed and constructed to allow for temporary parking, entry of construction vehicles, entry of personnel transport vehicles and entry of individual workers and other persons.

The principal Contractor shall ensure that each person visiting the site shall be inducted to the site and such abridged induction shall outline the hazards from on-site activities and the precautions to be observed to avoid or minimize those risks

Visitors must only enter when accompanied by a responsible person designated by the Principal Contractor.

24. CONSTRUCTION EMPLOYEES FACILITIES

The Principal Contractor shall provide at or within reasonable access of every construction site, the following clean, hygienic and maintained facilities:

- (a) Shower facilities after consultation with the employees or employees representatives, or at least one shower facility for every 15 persons;
- (b) at least one sanitary facility for each sex and for every 30 workers;
- (c) changing facilities for each sex; and
- (d) sheltered eating areas.

The provisions of Regulation 2, 3, 4, 6, 7, 9 of the Facilities Regulations shall be followed in every detail.

25. STORAGE AND USE OF FLAMMABLE LIQUIDS

No flammable substances must be stored on site unless these are stored in a flammable store or cabinet approved by the Municipal Chief Fire Officer, no other materials shall be stored in the flammable store or cabinet

Where required the H&S Plan shall include a method statement detailing the safe use, storage, decanting and spill controls for all flammable liquids used and stored on site.

The provisions of Regulation 25 of the Construction Regulations shall be followed in every detail.

26. HAZARDOUS CHEMICAL SUBSTANCE

With respect to hazardous chemical substances used, the contractor shall ensure that:

- All MSDS are included in the H&S File
- A HCS risk assessment is included in the H&S Plan
- The safe use, storage, emergency procedures and safe disposal of hazardous substances are addressed in a method statement(s) included in the H&S Plan.
- Proof of competency and signed letters of appointment of the person responsible for chemical handling is included in the H&S File.

Any hazardous chemical substance intended to be applied on site during the project (i.e. after approval of the H&S Plan) shall be subject to an issue-based risk assessment and method statement which must be presented to the Client Agent prior to the substance being introduced on site.

The provisions of Regulation 3, 5, 7, 8, 9, 9A, 10, 11, 14, 15 of the Hazardous Chemical Substances Regulations shall be followed in every detail.

27. HOUSEKEEPING AND GENERAL SAFE GUARDING ON CONSTRUCTION SITE

The Principal Contractor shall appoint a person responsible for general housekeeping and stacking and storage of materials and equipment on the entire site.

The provisions of Regulation 27 of the Construction Regulations shall be followed in every detail.

28. CONSTRUCTION MEDICALS

A Principal Contractor must ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an Occupational Health Practitioner in the form of Annexure 3.

Kindly note that the medical certificates of fitness will be verified with the service provider, this is due to fraudulent medicals that are being included in the safety files.

29. STACKING AND STORAGE ON CONSTRUCTION SITE

A Principal Contractor must, in addition to compliance with the provisions for the stacking of articles in the General Safety Regulations, 2003, ensure that—

A competent person is appointed in writing with the duty of supervising all stacking and storage on a construction site;

Adequate storage areas are provided;

There are demarcated storage areas; and storage areas are kept neat and under control.

30. TOOLBOX TALKS AWARENESS

The Principal Contractor must ensure that the toolbox talks are conducted on weekly basis and the training records kept on the safety file

31. CONTINGENCY/EMERGENCY PLAN, PROCEDURE AND CONTACT NUMBERS

Principal Contractor shall prepare an emergency procedure which will address any emergency situation that is likely to occur on a project site.

The Emergency Preparedness Plan deals with the emergency situation as fast and efficiently as possible, to minimise loss of life, the protection of property and the maintenance of services necessary for the wellbeing of employees. The plan shall include valid local emergency contact numbers and must be easily accessible.

32. TRAFFIC MANAGEMENT PLAN.

PRIMARY RESPONSIBILITIES

PRINCIPAL CONTRACTOR

The following are the Principal Contractor's primary responsibilities for traffic accommodation

- Develop a traffic accommodation strategy and submit it for evaluation prior to commencement of work.
- This will be sent to the client for approval
- Included to the traffic management strategy must be drawings of how traffic will be managed
- Implement traffic accommodation measures in accordance with the traffic accommodation strategy.
- Ensure that all sub-contractors comply with the traffic accommodation strategy.
- Monitor the work zone to ensure that the traffic accommodation strategy is effective for both day and night time conditions during period of construction.
- Maintain all traffic control devices.

- Modify the traffic accommodation strategy if necessary. Take appropriate and timely action to correct any deficiencies by the contractor, in case of imminent danger, corrective action must be immediate.
- All Traffic accommodation contractors shall have at least one First aider (Level 1) for each section of work.
- If the traffic Safety Officer has got the necessary first aid competency it will be accepted.
- It is also a recommendation and good practice that a Fire fighter be appointed for the site.
- Report all third party vehicle accidents immediately to the Client. Provide a copy of the completed accident report within 48 hours of the occurrence.
- On construction projects, submit completed daily reports of the traffic accommodation details (location, date, time, signs, barricades) on a weekly basis.
- On construction projects attend meetings to address any concerns regarding the performance of the traffic accommodation strategy.
- Provide a knowledgeable individual at the work zone to maintain the traffic control devices and address any traffic accommodation issues which arise, the contractor must identify the individual at the pre-construction meeting.
- All traffic controllers must have the necessary competency to be able to control traffic.

The provisions of Southern Africa Development Community (SADC) Road Traffic Signs Manual Volume 2: Chapter 13 and eThekweni Transport Authority Road works signing shall be followed in every detail.

33. EXCAVATION WORK

- The Principal Contractor must ensure that all excavation work is carried out under the supervision of a competent person who has been appointed in writing for that purpose.
- The Principal Contractor shall take cognisance of the geotechnical study pertaining to the conditions of the construction site and must plan all excavation work in accordance with the recommendations of the professional engineer.
- The Principal Contractor must ensure that every excavation, including all bracing and shoring, is inspected daily, prior to the commencement of each shift and that no person enters the excavation or works in a risk zone until the excavation is assessed and declared safe.
- All excavations must be left open for the minimum of time required and those that are left open on the site must be protected by a barrier or a fence of at least one meter in height as close to the excavation as is practicable. The protective barrier or fence must adequately prevent persons from falling into the excavation and barrier taping is not sufficient for this purpose.
- Excavation shoring and bracing, if required shall be designed by a designer appointed in writing who shall inspect and approve the installed shoring and bracing.
- Where persons work, inspect or test excavations, warning signs must be in place next to an excavation.

The provisions of Regulation 13 of the Construction Regulations shall be followed in every detail.

ANNEXURE A	
1. LEGAL APPOINTMENT LETTERS/ORGANOGRAMS	
1. Health and Safety Organogram	Site specific and legal appointments need to correspond with the organogram.
2. 16(1) CEO	Appointment letter signed off.
3. 16(2) Assistant CEO(if applicable)	Signed off with attached CV.
4. CR7 (1) (C)(V) Contractor appointment and 37.2 mandatory agreement.	Blank templates will be accepted at an approval stage.
5. CR 8(1) Construction Manager	Signed off with attached competencies and CV.
6. CR 8(2) Assistant construction Manager(if applicable)	Signed off with attached competencies and CV.
7. CR 8(7) Construction Supervisor	Signed off with attached competencies and CV.
8. CR 8(8) Assistant Construction Supervisor	Signed off with attached competencies and CV.
9. CR 8(5) Health and safety officer	Signed off with attached competencies, SACPCMP registration and CV available on file.
10 Health and Safety Consultant(if applicable)	Should a health and safety consultant be appointed on your behalf, Competency certificates, SACPCMP Registration, Mandatory agreement between Client and consultant, Letter of good standing, and PI insurance.
11. GAR 9(2) Incident Investigator	Signed off with attached competencies.
12. CR 9(1) Risk assessor	Signed off with attached competencies.
13. Sec 17(1) Health and safety representative(if applicable)	Blank templates will be accepted at an approval stage.
14. DMR 18 Operators	Blank template will be accepted at an approval stage.
15. DMR 18 Inspectors	Blank template will be accepted at an approval stage.
16. DMR 18(6) Lifting tackle Inspector	Blank template will be accepted at an approval stage.
17. CR 23 (I)(D)(1) Construction Vehicle and mobile Plant (Operator and Inspector)	Blank template will be accepted at an approval stage.
18. CR 27,28 and 30 Housekeeping	Blank template will be accepted at an approval stage.
22. EIR 2 Electrical installations inspector(if applicable)	Blank template will be accepted at an approval stage.
23. EMR 9 Portable Electric tools	Blank template will be accepted at an approval stage.
24. EIR 11(2) Master Installations electrician(if applicable)	Blank template will be accepted at an approval stage.

25. HCSR/ CR 25 Hazardous chemical substances supervisor	Blank template will be accepted at an approval stage.
27. Hand tools inspector	Blank template will be accepted at an approval stage.
28. CR 29 Emergency Co-ordinator	Blank template will be accepted at an approval stage.
29. ER 9 Fire Equipment Inspector	Signed off with attached firefighting certificate.
30. GSR 3(4) First Aider	Signed off with attached first aid certificate.
31. Sec 19(3) Health and safety Chairperson(if applicable)	Blank template will be accepted at an approval stage.
32. Sec 19(1) Health and safety Committee member(if applicable)	Blank template will be accepted at an approval stage.
33. Flagman	Blank template will be accepted at an approval stage.
34. Construction employees facilities Inspector	Blank template will be accepted at an approval stage.
35. CR 13 Excavation Work Supervisor and Inspector	Blank template will be accepted at an approval stage.

