

Grootvlei Risk Assessment Template Rev2

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Dashboard Indicators

Highest Consequence Rating: (manual input)

Highest Likelihood Rating: (manual input)

Risk/contingency as (0%) of the contract value: (manual input)

Risk/contingency % as monetary value (R): (manual input - correspond with Contract Strategy & Cost Analysis)

Note:

Once printed, insert in contract file.

The belt splicing, belt repairs, belt inspections and pulley lagging at Grootvlei Power Station

#	Risk Statement	Y/N	Consequence Description	Consequence Rating	Likelihood	Potential Exposure	Risk Control	Priority for Attention	Contingency	Treatment/Control Strategy	Triggers	Assignee
	Link to Reference Document			Table 4	Table 5	Table 3	Table 7	Table 8				
1	Were interfacing contracts identified?	N										
2	Have KPI's been defined in the contract?	N										
3	Was IBI training specified in the contract?	Y	Re-occurrence of errors while performing the work	1	A - <5% Probability	Departmental Impact	Fully Effective	II - M/Term (<3mths)	Training requirements for contractor employees specified in the contract.	Contractor to provide training his/her employees.	Lack of information and misunderstanding.	Contractor / Contract Supervisor
4	Have the contract considered spares holding?	N										
5	Was supplier infrastructure establishment considered?	N										
6	Does the contract cater for SHE/plans?	Y	Damage to property/injury to contractor's employees while working. Non- compliance to the OHS Act.	1	C - >20% Probability	Departmental Impact	Fully Effective	IV - Ongoing	Submission of a SHE plan is a specified requirement in the contract	The Contractor shall submit safety plans which comply to safe work procedure for the Employer and it must be accepted by the Service Manager	Physical injury or property damages	Site Manager and Service Manager
7	Does the contract cater for risk assessments?	Y	Physical injury or property damages	1	C - >20% Probability	Departmental Impact	Fully Effective	IV - Ongoing	Risk assessment is specified and is included in safety requirements.	The Contractor shall submit a risk assessment to the Employer	Non compliance, physical injury or property damages	Site Manager and Supervisor
9	Is there any risk in the contract strategy e.g. term, service, supplier?	N										
10	PSR responsibility	N										
11	Will decision making by the supplier impose a risk to the organisation?	Y	Wrong decisions may lead to injury or property damage.	1	C - >20% Probability	BU Impact	Fully Effective	IV - Ongoing	Duty to inform is included in the contract.	Decisions to be approved by the Service Manager and the Contract Supervisor.	Poor reporting	Site Manager / Service Manager / Contract Supervisor
12	Were medical/induction and associated costs considered?	Y	If contractor does not go through induction and medical, contractor will not have site access causing delays.	1	A - <5% Probability	Departmental Impact	Fully Effective	III - 1Yr	Included in SHEQ requirements	Included in SHEQ requirements	Non compliance to contractual requirements.	Contract Supervisor / Contract Manager
13	Will the contractor be responsible for access permit/costs?	Y	Delays in access	1	A - <5% Probability	BU Impact	Fully Effective	III - 1Yr	Included in the contract	Included in the contract		Project Supervisor
14	Were the suppliers qualification and experience defined or requested?	Y	Poor quality workmanship due to Contractor incompetency.	2	A - <5% Probability	Departmental Impact	Fully Effective	II - M/Term (<3mths)	Skills required specified in the contract.	Technical evaluation of tenders at the beginning and review of resources every 3 months.	Staff turnover	Service Manager and Contract Supervisor
15	Were quality requirements/objectives set in the contract?	Y	Contractor incompetence and poor quality workmanship	2	D - >50% Probability	BU Impact	Fully Effective	I - S/Term (1mth)	Quality requirements specified in the contract.	The contractor must adhere to quality control plan requirements, use IBI tool (job observation, pre-job debriefs etc)	Tasks incorrectly assigned.	Site Manager and Service Manager
16	Was CIDB compliance specified in the contract?	N										
17	Was a implementation program requested in the contract?	Y	Timelines or deadlines not met.	2	D - >50% Probability	Departmental Impact	Fully Effective	I - S/Term (1mth)	Included in the contract	Effective communication & supervision.	No implementation plan	Contract Supervisor / Contract Manager
20	Any risk for contract to be up and running?	Y	Delays in the contract start date	1	D - >50% Probability	Departmental Impact	Fully Effective	I - S/Term (1mth)	Project and commercial plan	Motivate for shorter duration at tender office	Poor planning and backlog at tender office.	Contract Supervisor / Contract Manager
21	Does the contract pose a risk for loss of opportunities?	Y	Delays from local forum	1	D - >50% Probability	BU Impact	Fully Effective	IV - Ongoing	Stated in the contract	Recruit from the local forum	Interruption from the forum	Contract Supervisor / Contract Manager
22	Was the learning curve for staff been considered?	Y	Delays on activities	1	D - >50% Probability	BU Impact	Fully Effective	IV - Ongoing	To benchmark the services from the previous contracts	Make awareness to the awarded contract on the standards required	Poor performance	Contract Supervisor / Contract Manager
23	Is there any risk of double processing or duplication of work or in contract?	N										
24	Is this contract dependant on additional external consultants/ costs?	N										
25	What interfacing equipment was identified not forming part of this contract e.g. LAN?	N										
26	Does the contract pose a threat for downtime or service disruption?	Y	Downtime as result of unavailability of conveyer belt	2	D - >50% Probability	BU Impact	Fully Effective	I - S/Term (1mth)	Complete activity within specified time	Complete activity within specified time	Low bunker levels	Contract Supervisor / Contract Manager

[illegible]