

ANNEXURE A

Scope of work for the Proposed Project

- i. One Pr Construction Health and Safety Agent (PrCHSA).
- ii. One full-time Pr Construction Health and Safety Officer (PrCHSO).
- iii. One Environmental Assessment Practitioner (EAP)
- iv. Draft site-specific Safety Health and Environmental Specifications.
- v. Construction Work Permit application on behalf of PRASA.
- vi. Draft and Review Risk Registers as and when required.
- vii. Ensure that the Agreement in terms of Section 37.2 of the OHS Act is done.
- viii. Assess the Contractors Health and Safety Plan, which would be prepared based on the Health and Safety Specifications. Ensure that the said Health and Safety Plan complies with the Specifications and addresses all the identified and likely hazards that could be encountered while performing the work and has included safe work procedures (Method Statements) to mitigate, reduce or control the hazards identified.
- ix. Should the Plan not comply fully, the Agent will be required to direct the Contractor to make the necessary changes so that the approved Health and Safety Plan is compliant to the Specifications and other legislative requirements.
- x. Ensure that the Health and Safety Plan and all the other required record documents (e.g. Appointments, Inspection, Compliance Certificates, “as built” documents, etc.) are kept in the Contractor’s SHE File on site.
- xi. Conduct inductions as and when required.
- xii. Ensure that the said EMP complies with the Specifications, has addressed all the identified and likely hazards that would be encountered while performing the work, and has included safe work procedures (method statements) to mitigate, reduce or control the hazards identified.



- xiii. Occupations and Permit management, including adherence of High Voltage and Lock-out Procedures.
- xiv. OHSE Agent together with the PRASA Team will scrutinize the construction process flow or program to ensure that interface is identified and that procedures are in place that will provide safe railway operations in accordance with SANS 3000.
- xv. Ensure care is taken not to interfere or damage any services within the immediate environment.
- xvi. Audit the Contractors work on a monthly basis to ensure compliance to the agreed (Occupational Health, Safety and Environmental (SHE) Plan, and that any Sub-contractors also comply with the agreed Plan. Furthermore, stop the Principal Contractor and or its Sub-contractor(s) should they not comply with the agreed safe working procedure.
- xvii. Attend Project Meetings and produce report for each meeting.
- xviii. Ensure all Sub-contractor's SHE Files are approved as per PRASA SHE File Guidelines.
- xix. Ensure that the Principal Contractor has corrected the defects reported in the Client's Monthly Inspection Audit.
- xx. Ensure that, should any changes be brought about to the design or construction, sufficient SHE information is available to the Principal Contractor to execute work. (Method Statements) to be approved.
- xxi. Ensure that the Contractors comply with the Construction Regulations of 2014, Occupational Health and Safety Act 85 of 1993, NEMA 107 of 1998 and its Regulations and Heritage Act 25 of 1999.
- xxii. Take reasonable steps to ensure co-operation between all contractors appointed by the Principal Contractor to enable each of the Contractors comply with SHE Specifications, Environmental Management Plan (EMP), Construction Regulation, NEMA and all its Regulations.
- xxiii. Where a Client requires additional work to be performed as a result of a design change or an error in construction due to the actions of the client, the OHSE Agent must ensure that sufficient safety information is available to execute the required work safely (task risk assessment).

- xxiv. Where a fatality or permanent disabling injury occurs on a construction site, the OHSE Agent must ensure compliance to Section 24 of the OHS Act, in accordance with Regulations 8 and 9 of the General Administrative Regulations, 2014. Furthermore, OHSE Agent must compile an incident report that includes the measures that the Contractor must implement to ensure a safe construction site as far as is reasonably practicable.
- xxv. The Agent shall be familiar with the restrictions to access, and other matters as stated but not restricted to the SPK 7/1 (Specification for Works on, Over, Under or Adjacent to Railway Lines and near High Voltage Equipment) and [Safety Arrangements and Procedural Compliance with the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and Applicable Regulations.
- xxvi. The Agent shall ensure that the Principal Contractor complies with all contract and legislation issues, especially the OHS Act 85 of 1993, Construction Regulation 2014 and NEMA 107 of 1998 and its Regulations.
- xxvii. The Agent shall ensure Method Statement, Risk Assessments, Toolbox Talks, DSTI's, are conducted.
- xxviii. Where Occupational Permits and are required, OHSE Agent to ensure compliance to Electrical Safety Instruction procedure.
- xxix. Track expiry of Site Access Certificate and ensure application for Site Access Certificate renewal is done in advance.
- xxx. Evaluate the Principal Contractor's consolidated SHE File before handover to PRASA.
- xxxi. Ensure the entire construction site – i.e. campsite, laydown areas, adjacent areas, etc. are cleared and rehabilitated.
- xxxii. Submit Close-Out Report at the end of the Project.