



Project Health and Safety Specification
 In terms of OHS ACT 85 Of 1993 & and Construction
 Regulations 2014

Project: Operation & Maintenance of Conville Swimming Pool.

Directorate: Sport Development

Project Directory

Project Client

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Project Details

Provisional Start Date:	TBC
Provisional Completion Date:	TBC
Proposed Contract Duration:	3 Years
Proposed Project Value:	TBA
Notification of Construction Work:	Yes
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Date Prepared:	26 April 2024

1. PURPOSE

The purpose of this document is to provide health and safety information about specific project risks known by the Client, Designer and Client Agent. These risks are applicable to this project and may not necessarily be common knowledge to the Contractor. The Contractor must take this information into account and ensure that their tenders include adequate resources to deal with the matters detailed in this document. Compliance must be ensured by the Contractor and Appointed Sub- Contractor to all relevant legislation. Safeguarding of employees, sub-contractors and other persons affected by the construction activities must be ensured.

1.1 Reference should be made to the following documentation in conjunction with this safety specification (including existing surveys, drawings, and reports):

- (a) Engineers Drawings
- (b) Designers Input
- (c) Tender Documents

References used for the drafting of this specification

OHS Act – Occupational Health and Safety act 85 of 1993 and all regulations promulgated under this act, special reference to Construction Regulations 2014

Electrical Regulations – Under department of Minerals and Energy

COIDA Act - Compensation for Occupational Injuries and Diseases Act

Due to potentially dangerous operations being undertaken in construction, there is a possibility of incidents and accident which may lead to injuries or fatalities. In many instances non-compliances to the Occupational Health and Safety Act (OHS Act) has resulted in severe consequences for the parties involved. The Project Client is determined to ensure the highest health and safety standards throughout the Contract.

To ensure this The Project Client / Client Agent has prepared and published this document. This document should be used as a guideline for minimum levels of awareness and guidance for health and safety requirements for this Contract. The responsibility for adhering to these requirements rests with the Contractors.

Every Employer will provide and maintain, as far as reasonably practicable, a set working environment that is safe and without risk to the health of his employees. OHS Act 8 (1) Compliance with the OHS Act and Regulations will not be limited to this specification and the definitions contained in this document.

Tenderers are expected to be conversant with the requirements and effect of health and safety legislation, in particular the Construction Regulations, 2014, and the Occupational Health and Safety Act, 85 of 1993. Provision must be made in the tender submission to comply with all legal requirements.

The Contractor's personnel will be responsible for the implementation of all necessary legislative requirements. Document control and record systems associated with the legislation must be kept by the Contractor.

This document should be used to assist them Contractor towards achieving compliance with the OHS Act.

The Specification will be implemented during construction of the works Project Client / Client Agent has control over.

The Project Client is committed to ensure compliance to all the relevant legislation regarding Occupational Health and Safety is maintained and no accident occurs, as such the following preconditions are applicable:

- i. This document must be used as a means of measuring performance of all parties entering a contract with the project Client or Contractor in Occupational Health and Safety Standards.
- ii. The Project Client does not accept any liability which may result from the Contractor failing to comply with the Document; the Contractor remains responsible for achieving the required performance levels.
- iii. This document forms part of the Contract, and Contractors are required to make it part of their Contracts with Sub-Contractors and Suppliers.

The successful Contractor will ensure that a Safety Plan complying with all the relevant legal requirements and this document is compiled and approved by the Client/Client Agent before commencement of Construction.

1.2 PROJECT DETAILS

Description of Work

The successful person or firm will be responsible for the following: Operating and maintenance schedule, which will comprise of the following activities:

1. Daily Items

- Check that the filter pumps have been switched on either AUTO or HAND mode and that it runs without vibration. The pressure on the filter gauge should rise into the operating area. Make sure that the valves are open in filter mode.
- Make use of chemicals if necessary
- Backwash the filters when indicated by a pressure rise of +/- 25 kPa from that of clean filter.
- Clean any foreign objects from the pool and clean the strainer baskets at skimmers.
- Clean pool wall of algae and residue
- Check the chlorine residual and pH reading with the pool test kit.
- Note the above readings in a daily logbook.

- If chemical levels are not within the required/ideal range, take corrective action.
- In the case pump and dosage systems being faulty, chlorine should be applied by hand.

2. Weekly

- Do all daily checks.
- Clean leaf strainer fitted in front of filter pump.
- Vacuum sweep the pool.
- Back wash filters once a week
- Clean out plant room.

3. Monthly

- Do all daily and weekly checks.
- Clean the dosing pump section strainer in the dosing tank by rinsing it in clean water. Flush the chemical dosing line with diluted acid.
- Allow chemical make-up tank to be drawn to a low level, manually remove and empty it out.
- Clean out any sludge before making up fresh chemicals.
- Order chemicals, always ensure +/- 2 months stock chemicals on hand.
- Hazardous Chemicals Substances that will be handled include:
 - HTH
 - Alum
 - Hydrochloric Acid (HCl)
 - Phenol Red Tablets
 - DPD1 tablet
 - Test Chemicals

4. Yearly

- Make sure that all electrical connections are tight and check that no oxide build-up has occurred.
- Check functioning of all pumps
- Replace the chemical dosing pump diaphragm kit after every 8 000hours of running time.

- Change dosing pump oil.
- Clean electrodes of level sensing probes

5. Three Yearly

- Replace filter pump bearings and seals.
- The dosing pump needs to be serviced by **Aquatechnia**
- Check the filters and filter media.

Additional notes on the activities:

- Activity registered should be implemented after each activity.
- Provide a material and labour rate for the replacement of tiles in the swimming pool (kids/adults) P/sq/m.
- **(Note tiles should be replaced with water in pool) if, and when required.**
- Attendance requested should be implemented every time when contractor visits site.

1.3. EXISTING ENVIRONMENT

The project will be conducted at the Conville Community Swimming pool in Conville, George.

1.4 BASELINE RISK ASSESSMENT

Significant Risks and Hazards identified by the Client/Designer/Client Agent.

- Site Establishment
- Use of Construction Plant and Equipment.
- Loading and offloading
- Noise and Dust.
- Ironmongery
- Fire.
- Hand tools
- Hazardous Substances
- Manual Handling of General Items.
- Working close to or on existing services
- Stacking and storage of materials in work areas.
- Use of correct PPE
- Portable Electrical equipment (Grinders and Drills)
- Painting
- Electrical work

NOTE:

Please refer to end of Safety Specification for minimum control measures required to address these risks.

The following materials and substances have, or may have, to be used in the works or is present and are identified as potentially posing special health and / or safety hazards during the project. Appropriate measures will need to be specified for their control:

- Cement
- Bleach
- Silicone Sealers
- Galvanised Iron Cleaner

The following Project Client safety rules and/or requirements are to be observed:

Safety Rules

COVID-19	Wash hands with soap and water or sanitize regularly, maintain social distancing of 1.5 meters at all times
MANUAL LIFTING	Keep your back straight, Bend the knees, don't reach and lift, Get help for heavy loads.
FALLS & FALLING OBJECTS	Look before you step, keep all walk areas clean, stay out from under loads, don't use unsafe ladders
WORKING WITH ELECTRICITY	Avoid contact with energized electrical circuits, always use insulated tools, always use appropriate insulated rubber gloves and goggles, follow lock out and tag out procedure requirements never work on energized systems
UNSAFE USE OF TOOLS	Inspect regularly, report all defects at once, use the right tool safely, Put it away safely
PROTECTIVE EQUIPMENT	Ensure you use the correct PPE for the job at hand
HOUSEKEEPING	A clean job is a safe job, use waste bins, Pile materials safe and neat, Remove hazardous debris
HAZARDOUS CHEMICAL SUBSTANCES	
TEAMWORK	Plan all work with safety - Protect fellow workers

Labour Records

At the end of each week the contractor will provide a written record, in schedule form reflecting the number and description of tradesmen and labourers employed by him and all his sub-contractors on the works each day. The record must also indicate total amount of people on site as well as total hours worked for the week.

GENERAL PROJECT INFORMATION

The purpose of this section is to provide general health and safety information about construction risks which are applicable to the construction industry as a whole. The Contractor must take all information in this section into account and ensure that their tenders include adequate resources to deal with the matters detailed below. All relevant risks must be dealt with in compliance with legislation.

2. STANDARD OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION

2.1. Scope

This Section covers the requirements for eliminating and mitigating incidents and within the Contract. The scope addresses minimum legal compliance, hazard and risk management, promotion of a health and safety culture amongst all parties involved in the project and those affected by the activities taking place.

1. Contractors employed by The Project Client / Project Agent must ensure that the provisions of the specifications are applied both on the site and all off site activities relating to this project.
2. The Contractor must enforce the provisions of these Specifications amongst all subcontractors and suppliers for the project.

2.2 Interpretation

2.2.1 Application

The Occupational Health and Safety Specification contains clauses that are applicable to building / construction and impose pro-active controls associated with activities that impact on human health and safety as it relates to plant and machinery. Compliance to the requirements of the Act is in addition to the requirements of the Occupational Health and Safety Specification and form part of the Contractor's responsibility. The Client / Client Agent will monitor that the Contractors compliance with the requirements of the OHS Act.

2.2.2 Definitions

For the purpose of this Occupational Health and Safety Specification following the definitions, hereunder will apply:

"agent" means a competent person who acts as a representative for a Client;

Construction Work (as defined in the *Construction Regulations, 2014*) means any work in connection with—

- a) the construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or
- b) the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water

reticulation system; or the moving of earth, clearing of and, the making of excavation, piling, or any similar civil engineering structure or type of work;

Competent person

Means a person who

- (a) has in respect of the work or task to be performed the required knowledge, training and experience and, where applicable, qualifications, specific to that work or task: Provided that where appropriate qualifications and training are registered in terms of the provisions of the National Qualifications Framework Act, 2000 (Act No. 67 of 2000), those qualifications and that training must be regarded as the required qualifications and training.
- (b) Is familiar with the Act and with the applicable regulations made under the Act;

"construction manager" means a competent person responsible for the management of the physical construction processes and the coordination, administration and management of resources on a construction site;

"construction site" means a work place where construction work is being performed;

"construction supervisor" means a competent person responsible for supervising construction activities on a construction site;

"construction vehicle" means a vehicle used as a means of conveyance for transporting persons or material, or persons and material, on and off the construction site for the purposes of performing construction work;

"certificate of compliance" means

- (a) a certificate with a unique number obtainable from the chief inspector, or a person appointed by the chief inspector, in the form of Annexure 1 J and issued by a registered person in respect of an electrical installation or part of an electrical installation; or
- (b) a certificate of compliance issued under the Electrical Installation Regulations, 1992;

"client" means any person for whom construction work is being performed;

"electrical contractor"

means a person who undertakes to perform electrical installation work on behalf of any other person, but excludes an employee of such first-mentioned person;

"electrical installation"

means any machinery, in or on any premises, used for the transmission of electricity from a point of control to a point of consumption anywhere on the premises, including any article forming part of such an electrical installation irrespective of whether or not it is part of the electrical circuit, but excluding

- (a) any machinery of the supplier related to the supply of electricity on the premises; (b) any machinery which transmits electrical energy in communication, control circuits, television or radio circuits;
- (c) an electrical installation on a vehicle, vessel, train or aircraft; and
- (d) control circuits of 50 V or less between different parts of machinery or system components, forming a unit, that are separately installed and derived from an independent source or an isolating transformer;

"Electrical Installation Regulations, 1992" means the Electrical Installation Regulations, 1992, promulgated by Government Notice No. R. 2920 of 23 October 1992;

"fall arrest equipment" means equipment used to arrest a person in a fall, including personal equipment, a body harness, lanyards, deceleration devices, lifelines or similar equipment;

"fall prevention equipment" means equipment used to prevent persons from falling from a fall risk position, including personal equipment, a body harness, lanyards, lifelines or physical equipment such as guard-rails, screens, barricades, anchorages or similar equipment;

"fall protection plan" means a documented plan, which includes and provides for -

- all risks relating to working from a fall risk position, considering the nature of work undertaken;
- the procedures and methods to be applied in order to eliminate the risk of falling; and
- a rescue plan and procedures;

"fall risk" means any potential exposure to falling either from, off or into;

Hazard

Means a source of or exposure to danger which may cause injury or damage to persons or property;

Hazard identification

Means the identification and documenting of existing or expected hazards to health and safety of persons which are normally associated with the type of construction work being executed or to be executed;

"health and safety file " means a file, or other record containing the information in writing required by these Regulations;

"health and safety plan" means a site, activity or project specific documented plan in accordance with the Client's health and safety specification;

"installation work" means

- (a) the installation, extension, modification or repair of an electrical installation;
- (b) the connection of machinery at the supply terminals of such machinery; or
- (c) the inspection, testing and verification of electrical installations for the purpose of issuing a certificate of compliance;

"master installation electrician" means a person who has been registered as a master installation electrician in terms of regulation 11 (2) for the verification and certification of the construction, testing and inspection of any electrical installation;

"medical certificate of fitness" means a certificate contemplated in regulation 7(8);

"National Building Regulations" means the National Building Regulations made under the National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977), and promulgated by Government Notice No. R. 2378 of 30 July 1990, as amended by Government Notices No's R. 432 of 8 March 1991, R. 919 of 30 July 1999 and R. 547 of 30 May 2008;

"principal contractor" means an employer appointed by the Client to perform construction work;

"Professional Engineer or Professional Certificated Engineer" means a person holding registration as either a Professional Engineer or Professional Certificated Engineer in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000);

"registered person"

means a person registered in terms of

- (a) regulation 11; or
- (b) regulation 9 of the Electrical Installation Regulations, 1992, as an electrical tester for single phase, an installation electrician or a master installation electrician, as the case may be;

Risk

Means the probability or likelihood that a hazard can result in injury or damage.

Risk assessment

Means a program to determine any risk associated with any hazard at a construction site, in order to identify the steps needed to be taken to remove or control such hazard

"scaffold" means a temporary elevated platform and supporting structure used for providing access to and supporting workmen or materials or both; "shoring" means a system used to support the sides of an excavation and which is intended to prevent the cave-in or the collapse of the sides of an excavation;

"supplier"

in relation to a particular electrical installation, means any person who supplies or contracts or agrees to supply electricity to that electrical installation;

Site

Means the area in the possession of the Contractor for the construction of the works. Where there is no demarcated boundary it will include all adjacent areas, which are reasonably required for the activities for the Contractor;

"temporary works" means any falsework, formwork, support work, scaffold, shoring or other temporary structure designed to provide support or means of access during construction work;

The Act

Means, unless the context indicates otherwise, the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and Regulations promulgated there under.

2.3 General Health and Safety Provisions**2.3.1 Notification of Intention to Commence Construction Work**

A contractor who intends to carry out any construction work other than work contemplated in regulation 3(1), 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—

- (a) include excavation work;
 - (b) include working at a height where there is risk of falling;
 - (c) include the demolition of a structure; or
 - (d) include the use of explosives to perform construction work.
2. 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

2.3.2 Assignment of Contractor's Responsible Persons to Supervise Health & Safety on Site

2.3.2.1 Construction Manager

A principal contractor must in writing appoint one full-time competent person as the construction manager with the duty of managing all the construction work on a single site, including the duty of ensuring occupational health and safety compliance, and in the absence of the construction manager an alternate must be appointed by the principal contractor.

Where the construction manager has not appointed assistant construction managers as contemplated in Construction Regulation 8(2) or, in the opinion of an inspector, a sufficient number of such assistant construction managers have not been appointed, that inspector must direct the construction manager in writing to appoint the number of assistant construction managers indicated by the inspector, and those assistant construction managers must be regarded as having been appointed under Construction Regulation 8(2).

No construction manager appointed under Construction Regulation 8(1) may manage any construction work on or in any construction site other than the site in respect of which he or she has been appointed.

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

2.3.2.2 Safety Officer

A contractor must, after consultation with the client and having considered the size of the project, the degree of danger likely to be encountered or the accumulation of hazards or risks on the site, appoint a full-time or part-time construction health and safety officer in writing to assist in the control of all health and safety related aspects on the site: Provided that, where the question arises as to whether a construction health and safety officer is necessary, the decision of an inspector is decisive.

No contractor may appoint a construction health and safety officer to assist in the control of health and safety related aspects on the site unless he or she is reasonably satisfied that the construction health and safety officer that he or she intends to appoint is registered with a statutory body approved by the Chief Inspector and has necessary competencies and resources to assist the contractor.

2.3.2.3 Construction Supervisor

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 Construction Regulation 8(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.

The Contractor will submit proof of supervisory appointments and any relevant appointments in writing (as stipulated by the OHS Act), prior to commencement of work

2.3.3 Competency for Contractor's Responsible Persons

The Contractor's responsible persons will be competent in health and safety and will have undergone Health and Safety Management Courses.

Typical courses will include, HIRA, Legal liability, Incident Investigation, Construction regulations 2014 and OHS Act training. Proof must also be provided that the relevant appointed responsible person has experience related to the work that will be conducted

2.3.4 Compensation of Occupational Injuries and Diseases Act 130 of 1993 (COIDACT)

The Contractor will submit a letter of good standing with the Compensation Insurer to The Project Client / Client Agent, within 10 working days from receipt of the Letter of Acceptance from The Project Client / Client Agent prior to commencing work on site.

2.3.5 Occupational Health and Safety Policy

The Contractor shall have a HSE Policy (or policies) in line with the OHS Act 85 of 1993 section 7 requirements, the policy shall be duly signed by an authorised signatory. The policy must address commitments relating to the protection of the Health and Safety of Contractor's personnel and others, as well as the protection of the environment, in and about the execution of the works.

Copies of the contractors HSE Policy shall be provided as and when contractors are appointed

The Contractor shall prominently display a copy of the policy in the workplace where his employees normally report for service.

2.3.6 Health and Safety Organogram

The Contractor will submit an organogram to the Client/ Client Agent, outlining the Health and Safety site team appointments as required by the OHS Act. The organogram must include the legal reference under which each person is appointed as well as the persons contact details (Cell phone number and e-mail address).

2.3.7 Risk Assessment for construction work

1. A contractor must, before the commencement of any construction work and during such construction work, have risk assessments performed by a competent person appointed in writing, which risk assessments form part of the health and safety plan to be applied on the site, and must include—

- (a) the identification of the risks and hazards to which persons may be exposed to;
 - (b) an analysis and evaluation of the risks and hazards identified based on a documented method;
 - (c) a documented plan and applicable safe work procedures to mitigate, reduce or control the risks and hazards that have been identified; (d) a monitoring plan; and (e) a review plan.
2. A contractor must ensure that as far as is reasonably practicable, ergonomic related hazards are analyzed, evaluated and addressed in a risk assessment.
 3. A contractor must ensure that all employees under his or her control are informed, instructed and trained by a competent person regarding any hazard and the related work procedures and or control measures before any work commences, and thereafter at the times determined in the risk assessment monitoring and review plan of the relevant site.
 4. A principal contractor must ensure that all contractors are informed regarding any hazard that is stipulated in the risk assessment before any work commences, and thereafter at the times that may be determined in the risk assessment monitoring and review plan of the relevant site.
 5. A contractor must consult with the health and safety committee or, if no health and safety committee exists, with a representative trade union or representative group of employees, on the monitoring and review of the risk assessments of the relevant site.
 6. A contractor must ensure that copies of the risk assessments of the relevant site are available on site for inspection by an inspector, the client, the client's agent, any contractor, any employee, a representative trade union, a health and safety representative or any member of the health and safety committee.
 7. A contractor must review the relevant risk assessment—
 - (a) where changes are effected to the design and or construction that result in a change to the risk profile; or
 - (b) when an incident has occurred.

Ergonomics must be addressed in the risk assessment – Refer to ERGONOMICS REGULATIONS, 2019

Issue Based Risk Assessment

1. As circumstances and needs arise, separate risk assessment will need to be conducted. An additional risk assessment will need to be conducted when for example:
 - (a) A new operation introduced onto site
 - (b) A system for work is changed

- (c) After an accident or a 'near miss' has occurred

Continuous Risk Assessment

1. This should take place continually, as it forms an integral part of day-to-day management.
2. It should be conducted by frontline supervisors on a **DSTI (Daily Safe task instruction)** on site and it is essential that formal training is provided to enable the said personnel to be efficient in conducting said assessment. The Contractor must ensure that the Risk Assessment identifies the hazards present in work activities on site. This must be followed by an evaluation of the risks involved taking into account those precautions already being taken.

2.3.8 Inductions & Training

The Contractor will ensure that all employees under his / her control have gone through and internal health and safety induction **before being allowed to perform any task on site**, a copy of the induction material must also be available as proof of topics discussed during induction. The Contractor will keep a copy of the attendance register of all his / her employees who attended the induction. The contractor must ensure that as new employees are brought to site during the project they must also undergo inductions before being able to perform any task on site.

Employees are responsible for their own Health and Safety and that of their co-workers within their work area. They shall be made aware of their responsibilities during induction and awareness sessions which include:

- Familiarising themselves with their workplaces and Health and Safety procedures;
- Working in a manner that does not endanger them or cause harm to others;
- Keeping their work area tidy;
- Reporting all incidents / accidents / occupational ill-health and near misses;
- Protecting fellow workers from injury;
- Reporting unsafe acts and unsafe conditions;
- Reporting any situation that may become dangerous;
- Carrying out lawful orders and obeying HSE rules.

The Contractor shall ensure that all Contractors' personnel are adequately trained in the type of work / tasks to be performed. This training shall extend to include relevant procedures, Hazard Identification and Risk Assessment. Contractor's personnel shall have the appropriate qualifications and shall work under competent supervision. Copies of records of appropriate training and qualifications for all employees shall be kept and maintained.

2.3.9 Medical certificates of fitness

A 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 of Construction Regulation 2014. This medical certificate must specifically state that the person is fit for duty and must also highlight any medical restrictions identified. **The contractor must keep a detailed register in his safety file for all employees with restrictions and document how the restrictions are being managed.**

2.3.10 Awareness

The Contractor will conduct, toolbox talks twice weekly and before any hazardous work takes place. The talks will cover the relevant, daily, activity and an attendance register must be kept and signed by all attendees. A record of the content of the topic will be kept on the site health a safety file.

2.3.11 Competency

After the Contractor has identified the training to be conducted, based on the Hazard Identification Risk Assessment (HIRA); he / she will send the relevant persons on appropriate courses and keep certificates of training for reference.

The Contractor shall keep a record of all employees including the Subcontractor's employees, indicating their date of induction, relevant skills and licenses, and be able to produce this list at the request of the Client/Client Agent.

2.3.12 General Record Keeping

The contractor will keep and maintain Health and Safety records to demonstrate compliance with the Occupational Health and Safety Specification and the Act. The contractor will ensure that all records of incidents, spot fines, training etc. are kept on site. All documents will be available for inspection by The Project Client / Client Agent or Inspectors.

2.3.13 General Inspection, Monitoring and Reporting

The Contractor will carry out daily inspections and investigate all incidents and report to The Project Client / Client Agent. The contractor will be required to keep records of all inspections and investigations which were undertaken and any other inspections and investigations by person's authorised to do so.

2.3.14 Internal Audits

The contractor's responsible Safety Officer will conduct monthly Health and Safety Audits to ensure compliance with the OHS Act 85 of 193 requirements and Occupational Health and Safety Specification and communicate the findings to the Client Agent monthly. Records of audits must be kept, and non-conformance reported, investigated and corrective action must be taken to prevent re-occurrence.

2.3.15 External Audits

The Project Client / Client Agent will conduct health and safety audits to ensure compliance with the Occupational Health and Safety Specification and any relevant Health & Safety Legislation. All documentation held by the Contractor will be available for inspection.

Audits and Inspections may be conducted on an ad hoc basis without informing the Contractor.

2.3.16 Emergency Procedures

1. The Contractor will submit a detailed Emergency Procedure for approval by The Project Client / Client Agent prior to commencement on site. The procedure will detail the response plan including the following key personnel:
 - a) List of key personnel,
 - b) Details of emergency services,
 - c) Actions or steps to be taken in the event of the emergency; and
 - d) Information on hazardous materials / situations, including each material's hazardous potential impact or risk on the environment or human and measures to be taken in the event of an accident.
2. Emergency procedures will include, but will not be limited to, COVID-19, fire, spills, accidents to employees, use of hazardous substances, electrical shock, or contact, etc. The Contractor will advise The Project Client / Client Agent in writing of any on site emergencies, together with a record of action taken, within 24 hours of the emergency occurring. A contact list of all service providers (Fire Department, Ambulance, Police, Medical and Hospital, etc.) must be maintained and available to site personnel.

2.3.17 First Aid Box and First Aid Equipment

The Contractor will appoint in writing a First Aider(s). The appointed First Aider(s) are to be sent for accredited first aid training before starting on site, or must be in possession of a valid certificate, of which copies are to be kept on site. The Contractors will provide, on site, First Aid Boxes, adequately always stocked, and ensure that the First Aid Box is accessible and fully controlled by a qualified First Aider. In addition, the location of these boxes must be indicated by means of Health and Safety Signage. A picture with the name and contact number of the First Aider on duty must be on displayed in all relevant areas.

2.3.18 Accident / Incident Reporting and Investigation

The Contractor will in addition to the prescribed requirements of the OHS Act investigate, record and report all reportable incidents. The investigations will be conducted by a qualified person or persons who have sufficient knowledge to carry out an investigation. In the case of a serious injury, meaning one in which a loss of man-hours are experienced exceeding 7 days, an independent investigator must be appointed by the Contractor. All incidents on site must be reported to the Client Agent within 1 hour of occurrence by means of a telephone call or SMS.

1. The Contractor shall investigate all incidents immediately and supply to the Client/Clients Agent a written report within 3 days, which shall include:

- Date, time and place of incident;
- Description of incident;
- Root causes of incident/accident;
- Type of injury and/or (if any);
- Medical treatment provided (if any);
- Persons involved;
- Loss or damage sustained (if any);
- Names and contact details of witness/s;

2.3.19 Hazards and Potential Situations Communication

The Contractor will immediately notify other Contractors or Sub-contractors of any hazardous or potentially hazardous situations, which may arise during performance of the activities.

2.3.20 Personal Protective Equipment (PPE) and Clothing

1. The In terms of Section 8 of the OH&S Act, the duty of the Contractor is to take steps to eliminate or mitigate (hierarchy of control measures) any hazard or potential hazard to the safety or health of employees before resorting to PPE
2. The Contractor's personnel and Contractor's visitors shall use risk-based PPE, approved by SANS or the relevant internationally recognised authority, at all times, as a minimum.
3. The relevant standard of PPE shall be recorded on the appropriate method statement or assessment to allow workers to ensure that they have been provided with the correct type of PPE.
4. Additional PPE shall be identified from task risk assessments for specific areas where access is permitted.
5. Symbolic signs in terms of SANS 1186 indicating the type and use of PPE shall be placed at all entry points to the Contractor's yard and areas of the works under its control.
6. The Contractor will clearly outline procedures to be taken when PPE or clothing is:
 - (a) Lost or Stolen
 - (b) Worn Out or Damaged
 - (c) When and where it must be worn or used

2.3.21 Occupational Health and Safety Signage

The Contractor will provide adequate on site OHS signage complying with **SANS1186 requirements**. OHS signage will include, but will not be limited to, Construction area, Hard Hat / Helmet Area; Safety Goggles, Safety Shoes to be worn on site; Dust Masks to be worn in areas where there might be exposure to excessive dust; Ear Plugs / Muffs to be worn where there might be exposure over 85 dBa; Gloves; Safety Goggles; Safety Harness, etc. The Contractor will be responsible to maintain the quality and replacement of signage. Type of signage needed will be determined by the existing hazards and risks on site.

The contractor will also be required to display all relevant COVID-19 Instructive and informative posters at the offices and works areas.

2.3.22 Consolidated Health and Safety File

The Contractor will in accordance with Construction Regulation 7(1)e, hand a consolidated health and safety file to the client on completion of construction work, this must include records of drawings, designs, entry/exit medicals, incident investigations, non-conformances raised or received, risk assessments as well as significant information regarding the construction of the completed structure.

2.3.23 Contractors

The Principal Contractor will ensure that all contractors under his / her control are complying with the Occupational Health and Safety Specification, requirements by the OHS Act 85 of 1993, and any relevant legislation which may relate to the activities directly or indirectly. Each subcontractor must sign a 37(2) agreement as well as some Construction regulations 7(1)(c)(v) contractor appointment before being allowed to perform any work.

2.4 Occupational Safety

2.4.1 Stacking of Materials

1. A contractor must, in addition to compliance with the provisions for the stacking of articles in the General Safety Regulations, 2003, ensure that –
 - (a) a competent person is appointed in writing with the duty of supervising all stacking and storage on a construction site.
 - (b) adequate storage areas are provided.
 - (c) there are demarcated storage areas; and
 - (d) storage areas are kept neat and under control.

2.4.2 Housekeeping and General Safeguarding on Construction Sites

1. A contractor must, in addition to compliance with the Environmental Regulations for Workplaces, 1987, promulgated by Government Notice No. R. 2281 of 16

October 1987, ensure that suitable housekeeping is continuously implemented on each construction site, including –

- (a) the proper storage of materials and equipment.
- (b) the removal of scrap, waste, and debris at appropriate intervals.
- (c) ensuring that materials required for use, are not placed on the site to obstruct means of access to and egress from workplaces and passageways.
- (d) ensuring that materials which are no longer required for use, do not accumulate on, and are removed from the site at appropriate intervals.
- (e) ensuring that waste and debris are not disposed of from a high place with a chute, unless the chute complies with the requirements set out in regulation 14(6).
- (f) ensuring that construction sites in built-up areas adjacent to a public way are suitably and sufficiently fenced off and provided with controlled access points to prevent the entry of unauthorized persons; and
- (g) ensuring that a catch platform or net is erected above an entrance or passageway or above a place where persons work or pass under or fencing off the danger area if work is being performed above such entrance, passageway, or place so as to ensure that all persons are kept safe in the case of danger or possibility of persons being struck by falling objects.

2.4.3 Hazardous Chemical Substances (HCS)

1. In addition to the requirements in the HCS Regulations, the principal contractor must provide proof in the Health and Safety Plan that:

- (a) Material Safety Data Sheets (MSDS's) of the relevant materials / hazardous chemical substances are available prior to use by the contractor. Mention should be made how the principal contractor is going to act according to special/unique requirements made in the relevant MSDS's. All MSDS's will be always available for inspection by the agent.
- (b) Exposure monitoring is done according to OESSM and by an Approved Inspection Authority (AIA) and that the medical surveillance programme is based on the outcomes of the exposure monitoring.
- (c) How the relevant HCS's are being/going to be controlled by referring to:
 - i. Limiting the amount of HCS
 - ii. Limiting the number of employees
 - iii. Limiting the period of exposure
 - iv. Substituting the HCS
 - v. Using engineering controls
 - vi. Using appropriate written work procedures
- (e) The correct PPE is being used.
- (f) HCS are stored and transported according to SABS 072 and 0228.

- (g) Training with regards to these regulations was given.
- 2. The H&S plan should refer to the disposal of hazardous waste on classified sites and the location thereof (where applicable).
- 3. The First Aider must be made aware of the MSDS and how to treat HCS incidents appropriately.

2.4.4 Noise Induced Hearing Loss

1. Where noise is identified as a hazard the requirements of the NIHL regulations must be complied with and the following must be included / referred to in the Health and Safety Plan. The Contractor must be able to:
 - (a) Proof of training with regards to these regulations.
 - (b) That monitoring carried out by an AIA and done according to SABS 083.
 - (c) Medical surveillance programme is established and maintained for the necessary employees.
 - (d) Control of noise by means of:
 - i. Engineering methods considered
 - ii. Admin control considered
 - iii. Personal protective equipment considered/decided on
 - iv. Describe how records are going to be kept for 40 years.

2.4.5 Pressure Vessels Including Gas Cylinders

1. The Contractor will comply with Pressure Equipment regulations, including:
 - (a) Providing competency and awareness training to the operators;
 - (b) Providing PPE or clothing;
 - (c) Providing and maintain appropriate signage in areas Pressure equipment are
 - (d) used.
 - (e) Inspect equipment regularly and keep records of inspections.
 - (f) Providing appropriate firefighting equipment (Fire Extinguishers).

2.4.6 Fire Extinguishers and Fire Fighting Equipment

The Contractor will provide adequate, regularly serviced fire extinguishers located at strategic points on site. The Contractor will keep spare serviced portable fire extinguishers. The Contractor will have adequate persons trained or competent to use the Fire Fighting Equipment. Safety signage will be posted, indicating locations of fire extinguishers.

2.4.7 Portable Electrical Tools / Explosive Power Tools

1. A contractor must, in addition to compliance with the Electrical Installation Regulations, 2009, and the Electrical Machinery Regulations, 1988, promulgated by Government Notice No. R. 1593 of 12 August 1988, ensure that –

- (a) before construction commences and during the progress thereof, adequate steps are taken to ascertain the presence of and guard against danger to workers from any electrical cable or apparatus which is under, over or on the site;
- (b) all parts of electrical installations and machinery are of adequate strength to withstand the working conditions on construction sites;
- (c) the control of all temporary electrical installations on the construction site is designated to a competent person who has been appointed in writing for that purpose;
- (d) 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; and
- (e) all electrical machinery is inspected by the authorized operator or user on a daily basis using a relevant checklist prior to use and the inspection findings are recorded in a register kept on the construction site.

2.4.8 Hand Tools

All hand tools (hammers, chisels, spanners, etc.) must be inspected by the user prior to use.

Tools with sharp points in tool boxes must be protected with a cover. No make-shift tools on site. All cold chisels used on site shall be fitted with a hand guard to prevent hand injuries in case of a miss with the hammer.

All contractors shall have a user policy for use of craft knives. Knives shall not be carried in clothing pockets with an open blade. The Contractor shall ensure that the appropriate cut resistant PPE is worn by the user. Cut resistant material coverage should include the forearm of the non-knife holding hand unless other safety measures are taken.

2.4.9 Public Health and Safety

The Contractor will ensure that each person working on or visiting a site, and the surrounding community, will be made aware of the dangers likely to arise from on-site activities and the precautions to be observed to avoid or minimize those dangers. Appropriate health and safety signage will be posted at all times. No visitor will be allowed on site without permission of the Construction Supervisor or his/her Assistant. All visitors must complete a register, which should include the name, reason for visit and contact detail of said person. The Contractor will ensure that the site is fenced on all sides with a minimum requirement of 1600 mm Diamond mesh, galvanised fence, this fence must have a gate fitted to ensure security and stop unwanted entrance to site. The gate must be closed at all times and access must be controlled.

Both the Project Client / Client Agent and the Contractor have a duty in terms of the OHS Act to do all that is reasonably practicable to prevent members of the public and others being affected by the construction processes to be aware and put preventative measure in place. The public or visitors will go through a brief health and safety induction detailing hazards and risks they may be exposed to and what measures are in place to control these hazards and risks.

2.4.10 Night Work

The Contractor will not undertake any night work without prior arrangement and a written permit from The Project Client / Client Agent. The Contractor will ensure that adequate lighting is provided for all night work and failure to do so will result in work being stopped.

2.4.14 Fall Protection

1. A contractor must –
 - (a) designate a competent person to be responsible for the preparation of a fall protection plan;
 - (b) ensure that the fall protection plan contemplated in paragraph (a) is implemented, amended where and when necessary and maintained as required; and (c) take steps to ensure continued adherence to the fall protection plan.
2. A fall protection plan contemplated in Construction Regulation 10(1), must include –
 - (a) a risk assessment of all work carried out from a fall risk position and the procedures and methods used to address all the risks identified per location.
 - (b) the processes for the evaluation of the employees' medical fitness necessary to work at a fall risk position and the records thereof.
 - (c) a programme for the training of employees working from a fall risk position and the records thereof.
 - (d) the procedure addressing the inspection, testing and maintenance of all fall protection equipment; and
 - (e) a rescue plan detailing the necessary procedure, personnel and suitable equipment required to affect a rescue of a person in the event of a fall incident to ensure that the rescue procedure is implemented immediately following the incident.
3. A contractor must ensure that a construction manager appointed under regulation 8(1) is in possession of the most recently updated version of the fall protection plan.
4. A contractor must ensure that –
 - (a) all unprotected openings in floors, edges, slabs, hatchways, and stairways are adequately guarded, fenced or barricaded or that similar means are used to safeguard any person from falling through such openings.

- (b) no person is required to work in a fall risk position unless such work is performed safely as contemplated in Construction Regulation 10(2).
- (c) fall prevention and fall arrest equipment are -
 - i. approved as suitable and of sufficient strength for the purpose for which they are being used, having regard to the work being carried out and the load, including any person, they are intended to bear; and
 - ii. securely attached to a structure or plant, and the structure or plant and the means of attachment thereto are suitable and of sufficient strength and stability for the purpose of safely supporting the equipment and any person who could fall; and
- (d) fall arrest equipment is used only where it is not reasonably practicable to use fall prevention equipment.

5. Where roof work is being performed on a construction site, the contractor must ensure that, in addition to the requirements set out in Construction Regulation 10 (2) and (4), it is indicated in the fall protection plan that –

- (a) the roof work has been properly planned;
- (b) the roof erectors are competent to carry out the work;
- (c) no employee is permitted to work on roofs during inclement weather conditions or if any conditions are hazardous to the health and safety of the employee;
- (d) all covers to openings and fragile material are of sufficient strength to withstand any imposed loads;
- (e) suitable and sufficient platforms, coverings or other similar means of support have been provided to be used in such a way that the weight of any person passing across or working on or from fragile material is supported; and
- (f) suitable and sufficient guard-rails, barriers and toe-boards or other similar means of protection prevent, as far as is reasonably practicable, the fall of any person, material or equipment.

2.4.15 Severe Weather

The Contractor shall conduct operations in a manner that do not put personnel at risk from weather and weather-related injury.

2.5 Occupational Health

1. Exposure of workers to occupational health hazards and risks are very common in any work environment, especially in construction. The occupational hazards and risks may enter the body in three ways:
 - (a) Inhalation e.g. cement dust;
 - (b) Ingestion through swallowing;
 - (c) Absorption through the skin (pores) e.g. painting or use of thinners.

2. All contractors are to ensure that where employees are exposed to airborne contaminants, preemployment medicals should be conducted to ensure fitness to work under such conditions.
3. All contractors will be responsible for the full cost of medical treatment that his staff may require; the contractor is therefore required to ensure that all his personnel are medically fit.
4. All Contractors should ensure that Occupational Hygiene surveys are conducted as per the Occupational Health and Safety Act to ensure employees is not exposed to hazards. Risk Assessments should identify areas where surveys are to be conducted.

OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION REQUIREMENTS FOR CONSTRUCTION

ANNEXURE A

Notification of Intention to Commence Construction / Building work	To be completed and logged with the Department of Labour	Before commencement on site
Assignment of Responsible Person to Manage Building Work	All relevant appointments as per OHS Act	Before commencement on site
Assignment of Responsible Person to Supervise Building Work	All relevant appointments as per OHS Act	Before commencement on site
Medical Certificates of Fitness for all personnel on site	As per specifications and OHS Act	Before commencement on site
Competency for Responsible Persons	As per specifications and OHS Act	Before commencement on site
Compensation of Occupational Injuries and Diseases Act (COIDA) 130 of 1993	COIDA Requirement	Before commencement on site and during construction period
Occupational Health and Safety Policy	Contractor's Responsibility	At tender stage
Health and Safety Organogram.	Contractor's Responsibility	Before commencement on site

Health & Safety Representative	Section 17 OHS Act	Submit as soon as there are more than 20 employees on site
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ASSIGNMENT OF CONTRACTOR'S RESPONSIBLE PERSONS

ANNEXURE B

The contractor **will** make the following appointments where applicable and ensure that CV's and competency certificates are attached to the relevant appointments* but are not limited to:

CEO Section 16.1 Board Resolution or declaration
(Competent Person for OHS) - OHS 16(2)*
Construction Manager CR 8(1)*
Construction Safety Officer - CR 8(5)
Construction Work Supervisor - CR 8(7)*
Construction Work Assistant Supervisor - CR 8(8)*
Risk Assessor - CR 9(1)
Competent Person to perform Risk Assessment Training – CR 9(3)
Fall Protection Planner CR 10(1)
Construction Vehicle & Mobile Plant Operator - CR23(1)(d)*
Temporary Electrical Installation Inspector CR 24
Housekeeping Supervisor CR 27
Stacking & Storage Supervisor - CR 28(a)
Fire Equipment Inspector - CR 29(h)
Emergency Coordinator - ER 9
H&S Committee Chairperson - OHS 19 (<i>where applicable</i>)
First Aider/s - GSR 3 (Compulsory)
Hazardous Chemical Substance Supervisor - HCS Regulations
Health and Safety Representative - OHS 17(1) (<i>where applicable</i>)
Portable Electrical Equipment Inspector EMR 10
Incident / Accident Investigator - GAR 9(2)
PPE Inspector – GSR 2
COVID-19 Compliance Officer

Other Occupational Health and Safety Specification Requirements

ANNEXURE C

The contractor will comply and not be limited to the following requirements:

What	When	Output	Reference information
Awareness training Toolbox talks	Twice a week and before hazardous work is carried out	Attendance Register	
DSTI	Daily before work starts	Signed document	
Health and Safety Committee Meetings	Monthly	Minutes signed by the employer (Contractor) Covering: a) Health and Safety Representative Checklist	
Health and Safety Reports	Monthly	Report covering: a) Incidents/Accidents and Investigations b) Non-conformance c) Health and Safety Training d) HIRA Updates e) Internal and External Audits	Incident reporting and investigation for The Project Client / Client Agent & Contractor form
General Inspections	As per Occupational Health and Safety Specification and OHS Act	Report on Occupational Health and Safety Specification and OHS Act compliance: a) Scaffolding b) Lifting Machinery c) Excavations	
General Inspections	Monthly	Covering: a) Firefighting Equipment b) First Aid boxes c) Portable Electrical Equipment d) Ladders e) Vehicle & plant inspections	
Record keeping	Ongoing	Covering: a) General complaints b) Fines c) General incidents d) MSDS e) Surveillance Medicals f) Inspection Register	
Permits	Before commencement with certain activities	As stipulated by the Occupational Health and Safety Specification and the OHS Act / Construction Regulations	

SAFETY FILE REQUIREMENTS



ANNEXURE D

The contractor will comply and not be limited to the following requirements:

Item	Description
1.	OHS Act section 37.2 Agreement & CR 5(1)(k) Principal Contractor Appointment
2.	EHS Plan <u>(Approved by Client as well as contractor responsible person)</u>
3.	Contractor Policies <u>(As well as proof of communication to employees)</u>
4.	Scope of Work & <u>Letter of award of contract</u>
5.	Contractor Public Liability Insurance Cover <u>(Proof of cover and policy number)</u>
6.	Notification of Construction Work to Department of Labour (Copy) Stamped by DOL
7.	Client SHE Specifications <u>(Proof of communication to Construction Manager & Supervision)</u>
8.	Letter of Good Standing with a Licenced Compensation Commissioner (COID)
9.	Organisation Structure <u>(Must indicate legal appointment reference, contact number as well as e-mail address where applicable)</u>
10.	Induction <u>(Copy of training material and proof of training)</u>
11.	Risk Assessments <u>(Approved risk assessment by contractor and Agent as well as proof of communication to all employees)</u>
12.	Area Emergency Plan site specific <u>(Proof of communication to employees)</u>
13.	All Safe work procedures relevant to tasks that will be performed tasks identified as high-risk activities during risk assessment process
14.	Incident Investigation Procedure and Documents
15.	Appointments Letters <u>(Copy of legal appointments and competency/CV/Certificates)</u>
16.	Site Specific Audits and Internal Audits/Inspection Arrangements <u>(Client as well as internal)</u>
17.	Personal Protective Equipment <u>(Proof of issue as well as monthly inspections by supervision)</u>

18.	Workers Welfare Facilities & Waste Management <u>(Plot plan and inspections)</u>
19.	Toolbox Talks <u>(Topics and proof of communication)</u>
20.	Site EHS Meetings Arrangements
21.	Equipment/Tools Inspections Checklist/Registers
22.	Medical Surveillance Certificates
23.	Copy of the Act & WCL2 Forms
24.	MSDS'S of all chemicals that will be used on site (16 Point MSDS as required by law)
25.	Fall Protection Plan

BASELINE RISK ASSESSMENT FOR THE OPERATION AND MAINTENANCE OF CONVILLE SWIMMING POOL FACILITY

COMPANY	BASELINE RISK ASSESSMENT	HAZARD IDENTIFICATION AND RISK ASSESSMENT		
COMPILED BY	ERIC NQAMPI			
DATE OF ASSESSMENT	26 APRIL 2024			
SCOPE OF WORK	OPERATION AND MAINTENANCE OF CONVILLE SWIMMING POOL FACILITY.			
CONTRACT NUMBER	COM-XXX			
REVIEW DATE	EVERY ONE (1) year or after reportable incident or change in scope of work.			

Probability Index	5	Almost certain to inevitable	Severity index injury /disease	5	Fatal	Severity index (Production)	5	No production for at least 12 months	Severity index due to Environment	5	Permanent effects	Severity index (Financial impact)	5	Greater than R500 000.00	Frequency index	5	Hazards permanently present
	4	Probable		4	Permanently disabling injury		4	Loss of 1 month or more		4	Long term > 2 years		4	R100 000.00 – R499 999,00		4	Hazards arises every week
	3	Improbable		3	Likely to be absent for more than 14 days		3	Loss of 1 week in production		3	Medium – 6 months to 12 months		3	R10 000.00 – R99 999.00		3	Hazards arises every month
	2	Less than even a chance		2	Medical recovery within 14 days		2	Loss of 1 day in production		2	Short term 1 day to six (6) months		2	R1 000.00 – R9 999.00		2	Hazards arises every year
	1	Highly improbable		1	First aid only		1	Loss of half day in production		1	Insignificant effect		1	R0 – R999.00		1	Hazards arises every five (5) years
	0	Not probable		0	Near misses		0	No loss of time but production		0	No aspect or impact		0	No cost involved		0	No hazards exists

BASELINE RISK ASSESSMENT FOR THE OPERATION AND MAINTENANCE OF CONVILLE SWIMMING POOL FACILITY

								affected by shock of employees											
										PRIORITY OF ACTION					ACTION TO BE TAKEN				
										RISK VALUE	A	75 – 100%	Immediate	Training, Safe Work Practice, Method Statements & detailed action plans					
											B	60 – 74%	Within 1 week	Training, Safe Work Practice, Method Statements & detailed action plans					
											C	45 – 59%	Within 1 month	Training, Safe Work Practice, Method Statements & detailed action plans and registers					
											D	30 – 44%	Within 6 months	Training and Safe Operating Procedures					
											E	15 – 29%	Within 12 months	Training					
											F	0 – 14%	As reasonable	Training					
Ref No.	Sequence of Activity in Action	Hazards (Safety, Health and environment)	Risk rating E (L + C)				Risk Rating	Control Measure	Control Effectiveness Rating										
			Exposure (E)	Likelihood (L)	Consequence (C)				Control Type	Control effectiveness rating									
1.	Site Establishment	<ul style="list-style-type: none"> Damage to existing electrical or Tele-communication lines. Damage to property of client. 	2	3	4	14	<ul style="list-style-type: none"> The service provider will be required to develop and submit prior to commencement of work a risk assessment, health and safety plan, the method statements, and all relevant supporting documentation to ensure that all overall activities are properly planned. Use competent employees to fulfil functions during the activities. 	Administrative	Satisfactory										
2.	Hazardous Chemical Substances	Exposure to hazardous chemical substances.	4	2	3	20	<ul style="list-style-type: none"> Before any employee is allowed to use HCS, they must be provided with training, warned about possible hazards as per MSDS. Correct and relevant PPE should be issued and used to mitigate any possible risk. 	Administrative and the use of PPE	Good										

BASELINE RISK ASSESSMENT FOR THE OPERATION AND MAINTENANCE OF CONVILLE SWIMMING POOL FACILITY

3.	Electricity	Electrical shock due to contact with overhead live electrical wire	3	5	3	24	<ul style="list-style-type: none"> Develop detailed method statement and ensure that it is implemented. Exclusion zones to be created with rigid barriers and warning signs. No machine to be operated in an area where any part of machine or equipment can contact electrical wire. All persons to be provided with training in the hazards associated with live electrical wire. Provide employees with relevant PPE. 	Combination of Administrative process and PPE	Satisfactory
	Electricity	Electrical shock or electrocution due to the use of unsafe electrical equipment	3	5	3	24	<ul style="list-style-type: none"> Electrical equipment to be inspected by an authorised operator or user on a daily basis prior to use. Details of these inspections to be recorded in a register which will be kept on site at all times. 	Administrative	Satisfactory
	Electricity	Electrical shock or electrocution due to contact with live cables.	3	5	3	24	<ul style="list-style-type: none"> Electrical artisans need to be mindful of existing underground electrical wires. 	Administrative	Satisfactory
4.	Improper stacking and storage	Material falls due to improper stacking causing injuries to persons.	3	4	4	24	Stacking should be supervised by competent person. Best stacking practices should be applied. Training for those responsible for discharging this duty should be provided.	Administrative	Good
5.	Loading and offloading	Back injuries	3	3	6	27	Train employees on safe lifting techniques, reduce the weight of items to be lifted and use the mechanical to lift heavy items.	Administrative	satisfactory
6.	Working with ladders	Falling	4	4	4	32	Ladders are to be inspected before commencement of work, ladders are to be securely fixed tied down below and above. Workers to be trained for safe use of ladders.	Administrative	Good
7.	Portable Electrical Equipment	Continuous exposure to excessive noise generated by portable electrical equipment may lead to noise induced hearing loss	2	2	3	10	<ul style="list-style-type: none"> Principal Contractor to provide PPE (Ear Protection). Workers should be rotated to reduce exposure. Noise must be measured and if found to be more than 85 decibels, the contractor must provide means to mitigate the impact. 	Administrative	Satisfactory

BASELINE RISK ASSESSMENT FOR THE OPERATION AND MAINTENANCE OF CONVILLE SWIMMING POOL FACILITY

8.	Incompetent/ Uncertificated operators	Lack of training leads to operational mistakes and accidents from the incorrect use of equipment	4	5	5	40	<ul style="list-style-type: none"> All operators must have certificate of competence and these certificates must be kept in the OHS's file. All employees on site to be properly inducted Competent supervision to be provided on site 	Administrative	Good
9.	Interface with general community	Mixing up of public with construction activities exposes both parties to possible risks and hazards, due to poor hoarding / screens and barricades.	4	5	4	36	<ul style="list-style-type: none"> Hoarding must be erected to separate members of the public from construction activities. Barricading must be installed around working zones. Visible signage must be put up across all working zones for ample awareness on the site conditions and prohibitions applicable to it. 	Engineering and administrative controls	Good
10.	Housekeeping	<ul style="list-style-type: none"> Housekeeping not being maintained daily resulting in trips and falls. Generated waste, scrap and debris not removed from site at reasonably appropriate intervals. 	4	3	4	28	<ul style="list-style-type: none"> Housekeeping to be maintained daily An effective waste management plan to be implemented. 	Administrative	Good

BASELINE RISK ASSESSMENT FOR THE OPERATION AND MAINTENANCE OF CONVILLE SWIMMING POOL FACILITY

1. A risk level is attributed to each circumstance in the following manner

- Low Risk = 1 – 15
- Medium Risk = 16 – 30
- High Risk = 31 – 50

2. Risk Ranking calculation

2.1 Consequence

- Medical Treatment only or less (minor injury) = 2
- Average Lost Time Injury = 4
- Major Injury = 6
- Fatality or Permanent disabling injury = 8

2.2 Probability

- Not likely to occur in our lifetime = A
- Could occur = B
- Has happened = C
- Common Occurrence = D

2.3 Calculation of Risk

- Consequence = probability x frequency

3. Evaluation of results

Activities listed in the high-risk zones must be seen as tasks requiring immediate attention. Administration will in most instances solve some of the problems satisfactory, administration would involve training and awareness programmes to educate employees about the hazards and risks associated with their tasks.

An implementation plan must be devised to address the outstanding issues which may need engineering solution or PPE if all attempts fail. The action plan must be cognisance of the specific hazards that need to be eliminated.

4. Assessment Team

The following professionals were involved in the design of this baseline risk assessment for the Operation & Maintenance of Conville Swimming Pool:

Eric Nqampi – Pr. CHSA
Dunyiswa Nosana: Pr. CHSO
Siwapiwe Bekebu: Pr. CHSO
Sicelo Khuzwayo: Pr. CHSO

BASELINE RISK ASSESSMENT FOR THE OPERATION AND MAINTENANCE OF CONVILLE SWIMMING POOL FACILITY

5. Task Specific Risk Assessment

Should the baseline risk assessment indicate tasks in high-risk zone, a specific task risk assessment must be conducted. The assessment will then target the specific tasks and hazards attached to the identified activity.

6. Required and Existing Control Measures

- Safe Work Procedures
- Training
- Medical Examination
- Supervision
- Risk assessment.
- Mitigation measures
- Consequence management