



FOSKOR (PTY) LIMITED

SCOPE OF REQUIREMENTS

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For

Occupational Health and Hygiene Management Programme Review (Once off)

1. INTRODUCTION

Foskor (Pty) Ltd. is an opencast mining and beneficiation operation situated in Phalaborwa. The core business of the Phalaborwa operation is the mining and beneficiation of phosphate rock. (The Foskor operation situated in Richards Bay is primarily a producer of phosphoric acid, phosphate-based fertilizers, and lower volumes of sulphuric acid).

Foskor (Pty) Ltd (Mining Division) is an Open Cast Mine that produces phosphate rock for export or domestic beneficiation. Approximately 2.2 million tons of phosphate rock is produced annually. The product is finely ground apatite mineral from coarsely crystalline calcium-fluoride-phosphate compound of igneous origin. The intermediate and final products are for the domestic and international markets and provide the following advantages:

- Make South Africa self-sufficient from phosphate imports.
- Earn foreign currency from the export of the products.
- Create approximately 2000 direct job opportunities, with associated indirect job opportunities in the Greater Phalaborwa Region.

The dominating rock type in the Phalaborwa area, older than 3000 million years, is granite-gneiss of the Archaic Complex. Intrusive in this are younger rock types of the Phalaborwa Igneous Complex. Inclusions of serpentine, talc and amphibole schist are found in the granite-gneiss and igneous rock.

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2. BACKGROUND

Mining activities are the most significant sources of occupational hazards. Employees are overexposed to a variety of hazards, and among the most prevalent hazards are airborne pollutants, noise and thermal stress, each posing unique challenges and health implications. The exposure to hazards not only affects the health and safety of employees but also has a broader negative implication for productivity and healthcare costs.

Mandatory Codes of Practice have been compiled to assist in preventing overexposure, monitoring, managing and reporting exposures to these health hazards. Despite all legislative framework, employees are continuously overexposed to health hazards as observed over the years based on monitoring data.

In terms of Section 49 (4) (d) and (e) of the Mine Health and Safety Act 29 of 1996 (MHSA) FOSKOR is required to prepare and implement:

- (a) a health and safety management system; and
- (b) a hazard management system for significant hazards mentioned under section 11 of the MHSA

3. SCOPE

FOSKOR Mine is currently looking at procuring the services of a registered Approved Inspection Authority with SANAS accreditation. The Approved Inspection Authority must be familiar with the requirements of section 9 and 11 of the Mine Health and Safety Act, Instructions, guidelines from the Department of Mineral Resource and Energy and procedures thereof. Upon appointment, such qualified and competent Approved Inspection Authority they should provide report on a Standards for conducting Risk Assessments, Baseline Occupational Health Risk Assessment, Issue Base Risk Assessments for the various stressors found to be significant, Verification of the MCOP, Standards relating to the MCOP, gap analysis and implementation program for implementation of the Real Time Monitors.

The main aim is to ensure that the Mine is compliant to the CIOM instruction issued on the 20th of September 2024 and signed by the Limpopo Principal Inspector of Mines. The suitable service provider should be experienced in Occupational Hygiene field within the Mining Sector.

The scope of work from the appointed Service provider includes, but not limited to:

- Conducting Occupational Health Baseline Risk Assessment.
- Development of Baseline Risk Assessment procedure
- Conduct Issue base Risk Assessments for the stressors including but not limited to confined spaces, fatigue management, noise, airborne pollutants, thermal stress and others
- Evaluation of existing controls for significant risks – critical control
- Gap analysis on the shortfalls of the controls
- Verification of Occupational Hygiene data

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- Development of implementation plan of real-time monitoring
- Implement real time monitoring where there are gaps
- Development of standard for management of the identified risk e.g. thermal. Fatigue, Noise, airborne, quality assurance and confined space
- Develop procedures to manage data from the real time monitors
- Guidance of the review of the MCOP
 - ❖ Airborne pollutant
 - ❖ Noise
 - ❖ Confine space
 - ❖ Fatigue Management
 - ❖ Thermal stress and
 - ❖ Quality assurance
 - ❖ General Occupational Hygiene requirements in South African Mining Industry

4. DELIVERABLES

The service provider must submit the following at the end of the project.

- Detailed Occupational Health & Hygiene Baseline Risk Assessment
- Detailed Standard Operating Procedure for development of BRA for Occupational Health & Hygiene
- Detailed Issue Base Risk Assessments as tabled above (Thermal, Noise, Airborne Pollutants, Fatigue and Confined Spaces)
- Evaluation Report of existing controls for significant risks - critical controls management
- Standard Operating Procedure for management of the identified risk e.g. thermal. Fatigue, Noise, airborne, quality assurance and confined space
- Gap analysis report on the shortfalls of controls
- Implementation plan for the development of real time monitors and identification of Gaps where applicable
- Standard Operating Procedure to manage data from real time monitors
- Guidance report of the review of MCOP
- Any other relevant documentation that would be required by the DMRE for compliance purposes in relation to this scope of work.
- Detailed Awareness Training Guidance on Occupational Hygiene Stresses

Note: A non-compulsory site visit can be arranged prior to submission of the quotations

5. REPORTING

- The appointed Service provider will report to the Occupational Hygienist from time to time until the completion of the project.
- Reporting on scheduled times during execution of the project with the last date being the 14 of February 2025.

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6. BASIC SPECIFICATIONS, REQUIREMENTS AND RESPONSIBILITIES

The successful bidder is responsible to:

- a) Comply with all the specifications and requirements of this document.
- b) Comply to all the requirements of Foskop COP 25, Service Provider Control (Available on request).
- c) Supply and transport to site all labour, skill, expertise, and supervision.
- d) Supply required PPE (Personal Protection Equipment) and safety equipment to safely conduct the required service.

7. LEGISLATIVE- AND REGULATORY REQUIREMENTS

7.1 The successful or appointed service provider shall comply with:

- a) The Department of Labour
- b) Mines Health and Safety Act with Regulations (Latest revision)
- c) SANAS accreditation is a requirement
- d) All applicable national and international legislative requirements and regulations.

7.2 The successful or appointed service provider shall comply with the latest revisions of the following Foskop COP's (Compendium of Procedures) (COP's, policies and procedures are available on request):

- a) COP 17 Mobile, Technical and Process Training
- b) COP 25 for Service provider Control
- c) COP 56 for Lifting Machinery and Lifting Tackle
- d) COP 59 for Trackless Mobile Machinery
- e) COP 96 Working at Heights
- f) Any other Foskop safety, health, quality and environmental policies and procedures deemed applicable by a Foskop representative.
- g) All other Foskop procedures and policies applicable to the successful application of this contract.

7.3 The successful or appointed service provider shall comply with the following Environmental Specifications, Policies and Procedures:

- a) COP 41 Housekeeping and workplace organisation
- b) COP 49 Waste Management
- c) COP 51 Resource conservation, energy, and materials
- d) COP 70 Storage of petroleum products and other hazardous material
- e) National Environmental Management Act 107 of 1998 (NEMA)
- f) National Environmental Management Waste Act 59 of 2008 (NEMWA) as amended.
- g) The successful service provider shall include in his/her SAFETY FILE, and comply with, the following documents:
 - i. Environmental Aspect and Impact Register (Applicable to this contract).

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- ii. Environmental Objectives and Targets (Applicable to this contract).
- iii. Waste Management Plan (Applicable to this contract).
- iv. FOSKOR Atmospheric Emissions License (Copy available on request)
- v. FOSKOR Waste Management Licence (To be availed)
- vi. FOSKOR Water Use Licence (To be availed)

7.4 The successful or appointed service provider shall ensure that all his/her on-site employees have been authorised by a FOSKOR regulation 2.13.1.

7.5 Before entering and operating a service vehicle (Own vehicle) on the FOSKOR site, the appointed service provider shall:

a) Ensure that:

- i. In order to access in restricted areas, his vehicle has been fitted with an “internal safety cell” (ROPS – Roll Over Protection Structure) that has been designed, fabricated, tested and certified to comply with the requirements of ISO 3471:2008 - EARTH-MOVING MACHINERY – ROLL-OVERPROTECTIVE STRUCTURES or similar specification.
ROPS COMPLIANCE CERTIFICATES (Fabrication and Installation) TO PRESENTED DURING VEHICLE INSPECTION (See item 5.b.ii)
- ii. His driver/s are in possession of a valid national driver’s licence for the specific class of vehicle, has been tested by the FOSKOR mobile equipment training centre and authorised by a FOSKOR MHSA (Mines Health and Safety Act) regulation 2.13.1 appointee for the class of vehicle to be used on site.
- iii. His driver/s has been tested by the FOSKOR mobile equipment training centre and authorised by a FOSKOR MHSA (Mines Health and Safety Act) regulation 2.13.1 appointee to operate a vehicle in the mine open pits (Restricted or red-flag areas)
(Contact the FOSKOR mobile equipment training centre on 015 789 2840 to make an appointment for competence testing and authorisations)

b) The appointed service provider shall, before entering and operating a vehicle on the FOSKOR premises:

- i. Obtain permission from the FOSKOR Safety & Security manager to operate his nominated service vehicle/s on the FOSKOR site. (Forms will be provided)
- ii. Obtain a certificate of fitness from the FOSKOR Light Vehicle maintenance workshop supervisor or appointed FOSKOR inspector for his nominated service vehicle/s. Inspections conducted daily between 08:00 and 08:30 and between 13:30 and 14:00 (Excluding Fridays) at the Light Vehicle Maintenance workshop.
- iii. Submit the above permission and COF in at the main security office for issue of a vehicle access disk.

c) Ensure that his service vehicles have been inspected (Daily) in accordance with the FOSKOR standard (COP 59) to ensure that they are safe and fit for use. (Forms will be provided)

d) See FOSKOR COP 59, Trackless Mobile Machinery for details.

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- 7.6 Before entering and operating/working on the Foskop site the appointed service provider shall ensure that his driver/workmen are:
- Briefed on the required task and have been informed of any abnormal conditions/situations.
 - Physically, emotionally, and mentally fit to perform their duty.
 - Issued with the necessary PPE (Personal Protective Equipment) to safely operate his service vehicles and perform the required services on mine and enroute to the waste disposal sites.
- 7.7 Although every effort has been made to ensure that the information contained within this document is correct, it remains the responsibility of the bidder to verify actual status and site conditions. (A site visit can be arranged)

8. PERMIT TO WORK

Before any on-site work under this contract may commence, the appointed or successful service provider shall obtain from Foskop a PERMIT TO WORK. The following guidelines are provided in order to assist the appointed service provider in obtaining a PERMIT TO WORK. (See Foskop COP 28, Permit to work and COP 25, Service provider control for details):

- The PERMIT TO WORK can be obtained from- and on completion returned to the Legal Administrator, Foskop Safety department.
- Obtain a contract or order number from the Foskop procurement department.
- Provide a name list, including ID numbers, residential and postal addresses, and telephone numbers of all the appointed service providers' on-site employees.
- All the appointed service providers' on-site employees shall undergo a full medical examination at the Foskop on-site Clinix Clinic. The clinic can be contacted at 015 789 2427 for an appointment.
- (NOTE: All NEW- and Employees LEAVING the service of the appointed service provider must undergo an entry or exit medical examination)
- The appointed service providers designated on-site drivers shall receive competence testing and authorisation to operate vehicles on the Foskop site (See item 5 under the heading LEGISLATIVE REQUIREMENTS).
- All the appointed service providers' employees shall receive/have received training in:
 - First aid level 1 (Provide own training)
 - Working at heights (Provide own training)
 - Basic Health & Safety Principles (Provide own training)
 - HIRA (Provide own training)
 - Basic firefighting. (Provide own- or receive Foskop training, contact 015 789 2531 to book)
 - Lock out. (Provide own- or receive Foskop training, contact 015 789 2531 to book)
- All training not provided by Foskop must be verified by the Foskop training superintendent Mr. Johan Fouche. Please contact him on 015 7789 2525 to make an appointment or alternatively email proof of training and certificates to johanfo@foskor.co.za to confirm compliance before requesting his approval on the PERMIT TO WORK.

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- 8.8 All the appointed service providers' on-site employees shall receive the basic Foskor site induction training at the Foskor Security office.
- 8.9 All the appointed service providers' on-site employees shall receive site specific induction training provided by the Foskor area Regulation 2.6.1 appointee/s.
- 8.10 A HIRA (Hazard Identification and Risk Assessment) shall be completed for ALL "typical" tasks that will be completed under this contract. HIRA's to be signed by all service provider employees. Make use of Foskor's own HIRA document, Annexure 1.2, contained in of COP 1, Foskor risk management (Available on request)
- 8.11 Attach a detailed SCOPE OF WORK describing the required task and -outcome of this contract.
- 8.12 All Foskor's appointed MHSA Regulation 2.9.2, 2.6.1, 2.13.1 and 3.1.a managers must undersign/approve the PERMIT TO WORK.
- 8.13 Registration and proof of payment under the Compensation for Occupational Injuries and Diseases Act, no. 130 of 1993. Registration number must be provided.
- 8.14 All relevant documentation and/or evidence of compliance must be attached to the PERMIT TO WORK.
- 8.15 Upon successful completion and approval of the PERMIT TO WORK the security department will issue the appointed service providers' employees with access ID cards valid for 12 months.
- 8.16 Any other documents, certificates or records as requested by a Foskor official deemed necessary to ensure that all safety, legislative and administrative requirements have been met must be attached to the PERMIT TO WORK.
- 8.17 The appointed service provider must allow at least three to ten working days to complete all the PERMIT TO WORK requirements.

9. SAFETY FILE

Before any work may commence, the appointed service provider must, IN CONJUNCTION WITH THE FOSKOR SAFETY DEPARTMENT, compile a SAFETY FILE specifically for THIS contract. Contact the area responsible safety representative or attend the monthly service providers meeting every 2nd Monday of the month (3rd Monday if 1st or 2nd Monday a public holiday) at 13:30 in the Foskor Plant Training Hall).

The SAFETY FILE must always be available for inspection by a Foskor official.

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10. PRICING SCHEDULE

Description	Once off	
Travel and Accommodation (approximately _ 5 site visits)	R	
Medical Surveillance	R	
Induction	R	
Personnel Protection Equipment (Clothing)	R	
Description	Fixed Rate per item	Fixed Total
Conducting Occupational Health Baseline Risk Assessment and providing a detailed Occupational Health & Hygiene Baseline Risk Assessment report		
Development of Baseline Risk Assessment and Issue base Standard Operating Procedures		
Development of Standard Operating Procedure for management of the identified risk e.g. thermal. Fatigue, Noise, airborne, quality assurance and confined space		
Development of implementation plan of real-time monitoring and assist closing gaps where applicable		
Verification of Occupational Hygiene data		
Gap analysis on the shortfalls of the controls- Evaluation of existing controls for significant risks – critical control Evaluation Report of existing controls for significant risks -critical controls management		
Conduct Issue Base Risk Assessments for the stressors including but not limited to confine spaces, fatigue management, noise, airborne pollutants, thermal stress and others and provide detailed Issue Base Risk Assessments reports		
Develop procedures to manage data from the real time monitors		
Guidance on the Awareness Training Manuals for all stresses as mentioned above.		
Any other relevant documentation that would be required by the DMRE for compliance purposes in relation to this scope of work.		
Guidance of the review of the MCOP <ul style="list-style-type: none"> ▪ Airborne pollutant ▪ Noise ▪ Confine space ▪ Fatigue Management ▪ Thermal stress and ▪ Quality assurance 		
Submission of all the reports to Foskor		

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Other			
a)			
b)			
Grand Total			