

	OHS REQUIREMENTS FOR DUVHA SOLAR PV 30MW PROJECT	Group Capital
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SOLAR PV 30MW PROJECT

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## **1. Introduction**

The Occupational Health and Safety (OHS) requirements referred to in this document are Eskom's minimum requirements and should not be construed as all encompassing. The Design, Supply, and Installation (DS&I) Contractor is expected to use these (incl. applicable OHS statutory) requirements, referred to in this document, to build into their OHS management system for the project and to consider it when developing the Project OHS Specification, which will be used in the appointment of their Contractors. Eskom in no way assumes the Contractors legal responsibilities.

The DS&I Contractor (who will in this case act as the Client on behalf of Eskom) as a legal entity, and therefore, an employer in their own right (in terms of Section 37(2) of the OHS Act 85 of 1993 (OHS Act), is and remains accountable for the quality and the execution of the safety, health and environmental program for their employees and contractor employees on this project.

Due to the nature and scope of this contract and role and responsibilities that the DS&I Contractor shall be fulfilling, it is to be noted that the duties of the client as referred to in the Construction Regulations 2014 (CR5) of the OHS Act, shall also be fulfilled and complied with in addition to the other applicable statutory OHS requirements. It must also be noted that Eskom as the Client still ultimately remains accountable and the DS&I Contractor being responsible & therefore the client reserves the right to be provided with assurance by the DS&I contractor and will conduct its own independent assurance through various mechanisms as it deems fit.

The DS&I Contractor is expected to appoint a competent person in writing as a "Construction Health and Safety Agent" as per the requirement of Construction Regulations 5(5) of the OHS Act, the appointed person must be registered with the approved statutory body, South African Council for the Project & Construction Management Professions (SACPCMP).

It is internationally accepted that some technologies develop faster than health and safety precautions can keep trend with. The expectation is that the DS&I contractor must stay abreast of the latest health and safety developments related to the PV Plant being installed, both from a construction and installed technology perspective.

Eskom's expectation is that the DS&I Contractor demonstrates & ensures committed to achieving and demonstrating sound Occupational Health and Safety (OHS) management by mitigating OHS risks consistent with its OHS management system and objectives on the PV Plant Project.

Zero harm is one of ESKOM values. The aim of Eskom's adoption of Zero Harm as one of its values is to strive to, and achieve world class safety, health, and environmental performance, where all Guardians (employees and contractors) return home safely every day and without harm done to the environment we operate in.

The OHS requirements shall be included with the bidding enquiry documentation to the DS&I Contractor, to ensure that the bidder is timeously made aware of:

- Eskom's requirements, including
- Eskom's compliance obligations (including Funders OHS Requirements)
- Information that might affect the health and safety of any person at work whether directly or indirectly;
- Activities that may have an impact on the direct and surrounding environment.

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The DS&I Contractor is expected to provide a detailed OHS Plan based on the requirements of this document. The Plan must stipulate it how they will fulfil the role of a Client in terms of the Construction Regulations and the applicable OHS legal and other requirements for the contracted scope of work. The DS&I Contractor must, over and above this Eskom OHS Specification, develop a project and site specific OHS Specification (in terms of CR5 (1)(b)) for the proposed scope of work which meets these requirements as well as the relevant applicable OHS legislation. The DS&I Contractor shall submit this Specification to Eskom for review and acceptance prior to its implementation.

**When there is an amendment to the Acts and/or to the regulations, an OHS plan and Specification must be reviewed, updated accordingly and changes must be communicated to all relevant employees. No cost shall be borne by Eskom for statutory updates.**

## **2. Supporting Clauses**

### **2.1 Scope**

These requirements set out Eskom's expectations regarding the minimum OHS statutory and Eskom requirements for Contractors appointed for the Project.

The Eskom Integrated Long Term Plan and the Eskom Corporate Plan sets up the organisation for growth and maps out a low carbon future in a post-coal environment. The plan describes Eskom's participation in renewable energy and other technologies to deliver on opportunities that will add generating capacity and in turn aid in alleviating system constraints, while also pursuing a low carbon future.

The installation of Solar Photovoltaic (PV) at the existing Duvha Power Station site was identified as one of the projects that could achieve these objectives. The works comprise of the design for a solar PV plant with a minimum 17MWac capacity and a maximum evacuation capacity of 30MWac on a site with an Environmental Authorised land of 35.2ha. This 35.2ha area does not consider all the site constraints. The site is within the Duvha Power Station in Witbank, Mpumalanga Province. The scope includes surveying, studies, permitting, design, engineering, manufacture, procurement and supply of all materials and labour, delivery to site, offloading, construction, erection, installation, off-site testing, on-site testing, commissioning, performance testing, provision of samples, preparation of all detail design drawings, as-built record drawings, maintenance manuals and instructions for the works, in accordance with the general requirements and performance requirements as detailed in this document.

The Contractor's scope of work covers, among other activities indicated in these Functional Specification for Solar Photovoltaic (PV) Plant at Duvha Power Station 559-280959254; the following (but not limited to) in relation to the works:

- The turnkey procurement and delivery of the studies, designs, engineering, licensing and permitting, manufacturing, factory testing, deliveries to Site (including customs duties and importation), project management, project cost control, supervision, documentation, labour, execution, erection, progress reporting, commissioning, testing, completion, training, and other works necessary to construct and safely operate the project,

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- All security, fire protection, health, safety, environmental, and socio-economic requirements as included in any relevant environmental and social assessments, Applicable Laws, Permits and Codes and any other project documents,
- Grid connection works to the 132 kV Duvha Colliery distribution network via a new substation.
- All plant, equipment, materials, and work required to complete the works; and,
- Making good defects and warranty cover during the Defects Liability Period.

## **2.2 Project and Scope of Work Details**

**Location:** Duvha Power Station in Mpumalanga at Emalahleni local Municipality.

**Project description/detailed scope of work:** See above, also refer to the Functional Specification for Solar Photovoltaic (PV) Plant at Duvha Power Station: 559-280959254 for the detailed scope of work.

### **Program details:**

- Submission of documentation required by the Client as per the Client's requirements for application for the Construction Work Permit (CWP), must be submitted 5 (five) working days after contract award.
- The Client shall be granted (10) working days to review the CWP application documents.
- The PC must submit the final H&S File ten (10) working days after contract award, unless agreed upon in writing by the Client and appointed PC.
- The Client shall be granted (10) working days to review the file. An evaluation report must be submitted to the PC, either accepting or rejecting the SHE File. No work shall commence without an acceptance evaluation of the H&S File report from the Client.
- Details on anticipated date for the commencement of work on site to be provided.
- Project completion date or project duration to be provided.
- Site Details (location of site offices with emergency response procedure; site personnel details; ablution facilities; eating facilities, etc.) must be provided to the Client with the H&S File.
- Schematic layout of project site including site plans/services and surrounding land uses or any sensitive features to be provided by the PC with the H&S File.
- Notification of Construction Work to the DoEL by the PC must be in place, where all Contractors anticipated to be involved in the works have been noted.
- Each Contractor must also submit its own notification of construction work to the DoEL within then timelines stipulated in the CR prior to commencement of any activities. Unless a decision is made in writing by the Chief Inspector that they do not need to individually submit the notifications.

The DS&I must consult with the Eskom H&S and Project Manager before any agreement is made regarding the mentioned timelines.

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Requirements for site rehabilitation shall be noted in the Environmental Specification for the Project.

### **2.3 Purpose**

To provide the Design, Supply and Installation (DS&I) Contractor with Eskom's minimum requirements that they can respond and provide relevant OHS bidding documents which will be assessed by the Client (Eskom) in order to determine if the DS&I contractor company is competent in respect to OHS planning & management of the Duvha Solar PV in Mpumalanga. Also to ensure that Eskom's H&S KPIs and KPAs are implemented, enforced and monitored through the duration of the project.

### **2.4 Applicability**

These requirements are applicable to the Contractor, herein referred to as the DS&I Contractor, appointed for executing the Duvha PV Project in Mpumalanga. .

### **2.5 Effective date**

These requirements shall be implemented from date of approval.

## **3. Normative/Informative References**

Parties using this document shall apply the most recent edition of the documents listed below.

***Note: Where the date for revision of a document on the Eskom Document Centre website has passed, the document is still current, irrespective of its revision date having passed. Note that the below list, for both Normative and Informative, is not exhaustive of Eskom procedures. The DS&I Contractor shall be provided with the applicable Eskom procedures timeously for implementation.***

### **3.1 Normative**

- [1] 32-727: Safety, Health, Environment and Quality Policy
- [2] 240-62196227: Life-saving Rules Standard
- [3] 32-95 Eskom Occupational Health and Safety Incident Management procedure
- [4] Occupational Health and Safety Act and Regulations No 85 of 1993 and its Regulations
- [5] Construction Regulations of 2014 or latest edition as per government gazette.
- [6] Hazardous Substances Chemical Substances Regulations of the OHSACT Act 85 of 1993
- [7] The Constitution of the Republic of South Africa (particularly Section 24 of the Bill of Rights)
- [8] Civil and Building Work Act
- [9] Compensation for Occupational Injuries and Diseases Act

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- [10] National Road Traffic Act, 1996 (Act No. 93 of 1996)
- [11] 32-37 Substance Abuse Procedure
- [12] All relevant South African legislation (national, provincial, and local)
- [13] Applicable South African National Standards (SANS) for the scope of work/Project
- [14] 240-54937439: Fire Protection/Detection Assessment Standard
- [15] 32-124: Eskom Fire Risk Management
- [16] 32-123: Emergency Planning
- [17] 32-1126 Eskom Smoking Policy
- [18] 32-1134 Access Control at Eskom Premises
- [19] 240-56296995 Standard for Record Retention Periods
- [20] Eskom Operating Regulations for High Voltage Systems
- [21] Eskom Plant Safety Regulations (Low Voltage Regulations)
- [22] All relevant COVID 19- Directives and Standards.
- [23] Basic Conditions of Employment Act No 75 of 1997
- [24] 32-136 Contractor Health and Safety Requirements
- [25] 32-520 Risk Assessment procedure
- [26] 240-46569633 SACPCMP requirements
- [27] 240-131838225 Occupational Health and Safety Incident Management Definitions and Classification Parameters

### **3.2 Informative**

***Note: The following is a list (but not exhaustive of Eskom procedures) of documents that must be used as a guide in order to meet legal and Eskom requirements.***

- [1] 240-129666464 - Group Capital SHEQ related Key Performance Areas, Key Performance Indicators and targets
- [2] The Vehicle and Driver Safety Management Procedure (240-62946386)
- [3] 32-345 Eskom Vehicle Safety Specification.
- [4] 240-43848327 Employees' right of refusal to work in an unsafe situation
- [5] 32-418: Working from Heights Procedure
- [6] 240-100979499: Personal Protective Equipment for work at Heights Specification
- [7] 32-520: Procedure Manual for Performing Occupational Health and Safety Management and Environmental Management: Conducting EH&S Risk Assessment
- [8] 32-407 Behaviour Safety Observation Procedure
- [9] 39-98: Safe use of Lifting Machines

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[10]240-43921084- Fall arrester checklist

[11]ISO 45001:2018, Occupational Health and Safety Management Systems-Requirements (Contractor shall use as guideline)

[12]240-155318598 Workplace Protective measures to be taken during the COVID-19 outbreak for GCD Workplaces

[13]Tobacco Products Control Act 83 of 1993

[14]SANS 1186 Symbolic Safety Signs

[15]DMN 34-110 Operating A Vehicle Mounted Crane

[16]DMN 34-1981 Excavations

All contractors are required to execute their works in accordance with these documents as well as other applicable legal documents.

#### **4. Definitions**

**Baseline risk assessment:** baseline operational risks refer to the health and safety risks associated with all standard processes and routine activities in the business.

**Client:** any person for whom construction work is being performed. For this document, the Client can either refer to Eskom or the DS&I Contractor, depending on the context of the section.

**Competent Person:** means a person who 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 Qualification Framework Act, 2008 (Act No.67 of 2008), those qualifications and that training must be regarded as the required qualifications and training; and is familiar with the Act and with the applicable regulations made under the Act;

**Construction Health and Safety Agent (CHSA):** means a competent person who acts as a representative for a client as per the Construction Regulations (CR) of the Occupational Health & Safety Act, No.85 of 1993, CR 5 (6) (7) and the South African Council for the Project and Construction Management Professions (SACPCMP).

**Construction Manager:** means a competent person responsible for the management of the physical construction processes and the co-ordination, administration, and management of resources on a construction site. This appointee must be registered with SACPCMP as a Pr. CM.

**Construction site:** means a workplace where construction work is being performed.

**Construction Work:** means any work in connection with:

- The construction, erection, alteration, renovation, repair, demolition or dismantling of, or addition to, Building or any similar structure.
- The construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runaway, sewer, or water reticulation system, or the moving of earth, clearing of land, the making of excavation, piling or any similar civil engineering structure or type of work.

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**Contract:** is an agreement with conditions between the Client and a DS&I Contractor &/or DS&I contractor and Contractor where an adjudication authority has approved a scope of work to be completed in a specific time frame and within a specified value.

**Contractor:** These are companies (e.g. suppliers, Principal Contractors, contractors, consultants (all tiers) and consultants etc.) that are contracted by the DS&I Contractor (in its capacity as the Client) in relation to the project scope.

**Designer:** means any of the following persons and in alignment with CR 6:

A competent person who:

- Person who prepares a design
- Person who checks and approves a design
- Person who arranges for any person at work under his/her control to prepare a design, including an employee of that person where he or she is the employer, or designs temporary work, including its components,
- An architect or engineer contributing to, or having overall responsibility for, the design
- A Building services engineer designing details for fixed plant
- A Surveyor specifying articles or drawing up specifications
- A Contractor carrying out design work as part of a design and building project, or an interior designer or landscape architect.

**DS&I Contractor:** means a competent organisation who acts as a representative for a client (in this case, this refers to the contractor contracted for the scope of the Design, Supply and Installation. This will also include the legal responsibilities as per CR 5(6) as well as all other applicable health and safety legal requirements related to the project scope.)

**Hazard:** means a source of, or exposure to danger.

**Medical surveillance:** means a planned programme or periodic examination (which may include clinical examinations, biological monitoring, or medical tests) of employees by an occupational health practitioner or, in prescribed cases, by an occupational medicine practitioner.

**Method Statement:** is a written document detailing work procedures and sequences of operations.

**Occupational Health and Safety file:** means a file or other record in permanent form, containing the information on the OHS management system during construction including all information relating to construction phase after the handover to Client. The DS&I Contractor shall ensure that once they have accepted the PC's H&S File, Eskom squad checks and accepts the PC's H&S File prior to execution. Eskom will be given at least 5 working days for this process.

**OHS Plan:** means a site, activity or project specific documented plan in accordance with the client's /DS&I Contractor health and safety specification.

**OHS Specifications:** means a site, activity or project specific documented prepared by the client/ DS&I Contractor pertaining to all health and safety requirements related to construction work.

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**On Site/Site:** Any workplace where the contractor or his employees performs contract related work.

**Planned Task Observation:** is an independent observation made during the planned period in which the task is being executed.

**Pre-Task Risk Assessment (DSTI):** a meeting which is held prior to the commencement of the day's work with all relevant personnel associated with the work task in attendance.

**Safe Work Procedures:** Safe work procedures are a series of specific steps that guide a worker through a task from start to finish in a chronological order. Safe work procedures are designed to reduce the risk by minimizing potential exposure.

## 5. Abbreviations

Abbreviation	Explanation
CHSA	Construction Health and Safety Agent
COID Act	Compensation for Occupational Injuries and Diseases Act
CR	Construction Regulations 2014
DoEL	Department of Employment and Labour
DS&I	Design Supply and Install
DSTI	Daily Safety Task Instruction
GCE	Group Chief Executive
HCS	Hazardous Chemical Substances
HIRA	Hazard identification and risk assessment
HV	High Voltage
ISO	International Organisation for Standards
JSA	Job Safety Analysis
LTIR	Lost Time Incident Rate
LV	Low Voltage
M&O	Maintenance and Operating
MSDS	Material Safety Data Sheet
NQF	National Qualifications Framework
OHNP	Occupational Health Nursing Practitioner
OHS Act	Occupational Health and Safety Act No. 83 of 1993
OHS	Occupational Health and Safety
ORHVS	Operating Regulations for High Voltage Systems
PCS	Power Conversion System
PTO	Planned Task Observations
PV	Photovoltaic
SACPCMP	South African Council for the Project & Construction Management Professions
SANS	South African National Standards
SAQA	South African Qualifications Authority.
SDS	Safety Data Sheet

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Abbreviation	Explanation
SHE	Safety, health, and environment

## **6. Roles and Responsibilities**

### **6.1 Commitment to OHS**

Visible and felt Leadership commitment is essential in providing a healthy and safe work environment, Leadership from all stakeholders (Client, DS&I Contractor, Contractors, etc.). Leadership must provide strategic direction and demonstrate commitment in terms of OHS issues both on strategic level and operational level. This must be done by being proactively involved in the day-to-day operations; in particular OHS aspects of any project / contract. Employees also are expected to demonstrate their commitment. Legislation and the Eskom requirements require that each employee must take reasonable care of themselves and their fellow workers.

### **6.2 Designers**

Designers should ensure compliance with the Occupational Health and Safety Act in terms of Construction Regulations of 2014, Regulations 6 and all other applicable Regulations, standards and legislations.

The designer shall take into consideration & make inputs into the health and safety specification submitted by the DS&I Contractor. (The designer shall then submit to the DS&I Contractor the receipt of acknowledgement of & documented feedback on the health and safety specification document. This shall serve as proof that the designer has taken the H&S requirements into consideration during the design stage and has made inputs).

The designer shall take into account the hazards associated with the current constructability as well as future maintenance of the designed structure(s) and make provision in the design(s) for the necessary maintenance work to be performed such that the associated risks are minimised.

They should describe any matters that require particular attention by a contractor. Enough information should be provided to alert contractors and others to matters which they could not be reasonably expected to know about, and this will include inherent risks which the contractor will need to be aware of.

In cases where overseas designers are utilised, the appointed designers must indicate and submit to the DS&I Contractor the legislative requirements/documentation with which they comply to verify whether they meet the South African OHS legislative requirements.

An overseas designer can appoint a local designer to conduct the inspections required by the construction regulations.

Designers must communicate changes with the DS&I Contractor on designs, as well as designs that affect environmental authorisations/approval issued.

Layout maps depicting coordinates, all the activities (site camps, laydown area, workshop areas, access road etc.) and sensitive areas (such as heritage sites, wetlands, rivers, protected fauna and flora etc.)

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Final Designs and layout maps must be approved by relevant Authorities before the commencement of construction.

The appointed designer for the project must provide ESCA registration certificate, this is also for the purpose of applying for the CWP with the DoEL.

### **6.3 Management and Supervision of Construction Work**

The DS&I Contractor shall ensure that the performance of all specified work is managed and supervised in accordance with the requirement of OHS Act CR 8 throughout the contract period.

The Contractor shall ensure that the performance of all specified work is supervised throughout the duration of the Contract by enough competent appointed representatives of the Contractor, who have experience in the type of work specified.

No work shall commence and/or continue without the presence of an appointed competent Construction Manager, CHSM, CHSO, Construction Supervisor during execution of the work. These supervisors shall be fluent in the language for communications as defined under the Contract. In the absence of the appointed CM, an alternate (competent in the scope of work and registered with SACPCMP, must be present).

The DS&I Contractor shall appoint supervisors who are competent in the scope of work executed. Each supervisor shall supervise activities aligned with their competency, e.g., supervisor with civil qualifications and competencies shall supervise civil activities, not mechanical or electrical activities. The DS&I Contractor is required to ensure that resourcing is in accordance with Project Plan and Schedule for life of work. An estimation of key activities is required to be identified for the life cycle of the project and resource plan requires aligning accordingly. The number of appointed persons shall be determined by the size and the risk of the project. But there must be at least a supervisor for the different disciplines within the project from the DS&I Contractor.

### **6.4 Construction Health and Safety Agent, Manager/s and Officer/s**

The DS&I Contractor shall appoint a competent person in writing as a Construction Health and Safety Agent (CHSA) outlining duties in terms of Construction Regulations 2014 of the OHS Act 85 of 1993, the appointed person must be registered with the approved statutory body, SACPCMP.

A CHSA shall manage the health and safety during the Project Life Cycle, including design phase. Attend design meetings and review and evaluate design concepts and advise on health and safety related matters during the design phase on behalf of the DS&I Contractor.

A CHSA shall ensure that the designer is provided with a copy of the OHS Specification provided by the Client/DS&I Contractor and makes inputs, including their own OHS Specification for specialised activity or operation to adequately address their specialised activities and scope of operation, which shall be included with their bidding enquiry documentation.

A CHSA shall ensure that the designer(s) takes into consideration the health and safety requirements as required in terms of the Construction regulation 2014 (CR 6(1)) of the OHSACT 85 of 1993 during the design phase.

Where a Construction Work permit is required as contemplated in the Construction Regulations 3(1) of 2014, the appointed CHSA shall apply for such Construction permit and supply copy to client.

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The CHSA shall schedule feedback meeting every second week with the DS&I Contractor, where Eskom shall be invited, to provide feedback on compliance, challenges, incident information, implementation of KPAs and KPIs, etc. The Agent shall provide meeting minutes as proof of what has been discussed in the meeting at least 3 days after the meeting has taken place.

The DS&I Contractor must ensure that competent Construction Health and Safety Manager (CHSM) and Construction Health and Safety Officers (CHSO) are appointed for the project to ensure day to day compliance and oversight of H&S within the Project. Both the CHSM and CHSO must be registered with SACPCMP and be full-time (daily) on site, unless otherwise an agreement has been made in writing between the DS&I Contractor and Eskom. The ratio of safety officers in the project shall be risk-based, but with no less than 1 appointed CHSO for every 40 employees, and the DS&I Contractor must ensure that day-to-day operations and safety supervision (including attendance of meetings, audits, walkdowns, etc.) are not compromised by lack of appointed competent CHSO on site.

Where more than one shift is worked, the DS&I Contractor shall ensure that there is an appointed competent CHSO and supervisor for each shift.

**PLEASE NOTE:**

The DS&I Contractor shall hold monthly feedback meetings, where also the monthly audit reports are presented to the Client, including progress of monitoring the Client's KPAs and KPIs. The Client shall provide the DS&I Contractor with minimum agenda points on what feedback must be provided on.

The DS&I Contractors shall appoint a full-time Construction Health and Safety Manager and/or officers considering the nature, risk and the scope of work being performed in accordance with the requirement of CR 8 (5)(6). The Construction Health and Safety Professionals are required to register as professionals with the SACPCMP.

**6.5 General duties of manufactures and others regarding articles and substances for use at work**

The DS&I Contractor shall ensure compliance with Section 10 of the OHS Act 85 of 1993.

The DS&I Contractor shall ensure that the Client (Eskom) is informed of any known or anticipated dangers and hazards relating to any component), networking integration equipment, PV Plant and associated Projects during construction, operating, maintenance and in the event of any emergency situation, to ensure safe operating procedures are followed.

The DS&I Contractor shall ensure that training is provided on any emergency actions for various applicable scenarios in case of an incident involving the distributed battery energy storage system. At a minimum this training shall be made available to affected staff of the Client and where possible the Local Authority Emergency services.

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## **7. Process for Monitoring**

This document is valid for the duration of the works and will be amended, as and when necessary, as requirements are being amended and therefore it will be required for the DS&I Contractor and contractor's plan to be amended accordingly.

Conformance to this document shall be via regular safety inspections, audits and any other interventions.

### **7.1 Related/Supporting Documents**

A section 37(2) agreement must be signed between the Client and the DS&I Contractor at the time of awarding the contract. A signed copy of this agreement must be submitted to the Client prior to commencement of any activities on site. (Employer's document number 240-59678141).

Acknowledgement Form for Eskom OHS Rules and other requirements (32-726)

Annexure A – Client OHS requirements.

Annexure B -SHEQ Policy 32-727.

Annexure C- Acknowledgement form for Eskom OHS Rules and other legislative requirements:

Annexure D: Emergency Services contact details around Duvha Power Station or within Emalahleni Local Municipality (Mpumalanga). The Contractor is expected to develop a site and project specific Emergency Plan which will include active emergency contact details for the area.

### **7.2 OHS Accountabilities and Responsibilities Organogram incl. the OHS Functional Department Resource Plan**

The DS&I Contractor shall provide an organisational organogram related to this project, listing all the levels of responsibility from the Chief Executive down to the supervisors responsible for the project. The diagram must list the names of appointees and their roles and responsibilities. The Client shall be notified at least 3 days in advance of any proposed changes to this structure. the notification must be accompanied by the information pack of the newly proposed individual to be added on the structure. the Client shall review and provide feedback in writing regarding the notification, as to whether the proposed change. The Client shall be given two working days to review and provide feedback on the proposed change.

Provide a proposed OHS resource plan. For each position, stipulate the position titles, qualifications and competencies.

For the duration of the contract, the DS&I Contractor shall ensure that competent persons are appointed in writing in terms of the requirements of the OHS Act 85 of 1993 and its Regulations; and or other statutory requirements and that all their appointees are made aware of their accountabilities and responsibilities and have been suitably trained in terms of their appointment, and advice and assist these appointees in the execution of their duties.

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Copies of all the appointments shall be kept in the OHS File during the project duration. All organograms shall be updated timeously when appointments are changed and filed in the project OHS file.

### **7.3 Appointment of Contractors**

The DS&I Contractor may appoint contractors to assist in the contract. All appointments shall be done in writing.

Each Contractor shall ensure that it submits a Notification of Construction Work to the Department of Labour before commencing with any activities. The Notification shall form part of the Contractor's SHE File. Any Contractor appointed by the PC's Contractor shall ensure that the same process is followed and the Contractor shall act as the PC to the Contractor it has appointed.

The appointed Contractors shall after having considered the size of the project, the degree of danger likely to be encountered or the accumulation of hazards and risks on the site, appoint full-time onsite construction health and safety officers and managers. Registration with SACPCMP is mandatory.

The Contractor involved in Construction Work shall comply with the requirement stipulated in the Construction Regulations 2014 of the OHS Act 85 of 1993, including all the other applicable statutory requirements for their contracted scope of work. Adequate training and instruction must be given to the appointees and ensure that all appointed contractors understand their roles and responsibilities.

The DS&I Contractor shall ensure that all their employees and contractors undergo the relevant Eskom induction and company's induction prior to starting the works.

The DS&I Contractor shall when selecting contractors to assist on this project carry out a selection process, and vet potential contractors. Once the selection process is completed, then such contractors shall be appointed in writing for the relevant period as required.

## **8. SHE/Q Policy**

The DS&I Contractor and the contractor companies shall each have an Occupational Health and Safety Policy authorised by their Chief Executive (OHS Act Section 16(1) appointee) that clearly states overall OHS objectives and commitment to improving Occupational Health and Safety performance and must be displayed and shared with all stakeholders.

Eskom has a SHEQ Policy that clearly states the policy principles by which Eskom operates and the commitment to SHEQ excellence and is authorised by the Eskom Group Chief Executive. (See Annexure C

## **9. OHS Requirements**

Due to the nature and scope of this contract and role and responsibilities that the DS&I Contractor shall be fulfilling, it is to be noted that the duties of the client as referred to in the **Construction Regulations 2014 (CR5) of the OHS Act**, shall also be fulfilled and complied with in addition to the other applicable statutory OHS requirements. It also must be noted that Eskom as the client still ultimately remains accountable and the DS&I Contractor being responsible & therefore the client reserves the right to be provided with assurance by the DS&I contractor and will conduct its own independent assurance through various mechanisms.

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The DS&I Contractor as a legal entity, and therefore, an employer in their own right (in terms of Section 37(2) of the OHS Act 85 of 1993 (OHS Act), is and remains accountable for the quality and the execution of the safety, health and environmental program for their employees and contractor employees on this project.

The Client expects the DS&I Contractor to engage in safety culture initiatives in line with the Eskom SHEQ Policy and value, Zero Harm.

It is required that the DS&I Contractor comply with the relevant applicable legislation, specifications and standards in accordance with the scope of the project.

A section 37(2) agreement must be signed between the Client and the DS&I Contractor at the time of awarding the contract. A signed copy of this agreement is submitted to the Client prior to commencement of any activities.

The DS&I Contractor must ensure that a section 37(2) agreement is signed between them and all their appointed contractors for the contract.

The DS&I Contractor, at all times, considers itself to be the “Employer” for the purposes of the OHS Act, and shall not consider itself under the supervision or management of the Client regarding compliance with the OHS Requirements.

The DS&I Contractor shall furthermore not consider itself to be a subordinate or under the supervision of the Client in respect of these matters. The DS&I Contractor is always responsible for the supervision of its employees and contractors and assumes full responsibility and accountability for ensuring they are competent, aware of the OHS Requirements and execute the works in accordance with the OHS Requirements and legislative requirements.

The DS&I Contractor must implement their OHS management system and requirements and incorporate the applicable Eskom requirements into their system.

The DS&I Contractor shall ensure that all statutory appointments and appointments required by the Management system are in place, and that all appointees fully understand their responsibilities and are trained and competent to execute their duties. The DS&I Contractor supervise the execution of their duties by all such appointees.

The DS&I Contractor is expected to provide an OHS plan based on the requirements of this document, as well as a draft Project OHS Specification (in terms of CR5 (b)) for the proposed scope of work which meets these requirements as well as the relevant applicable legislation.

The DS&I Contractor shall prepare, provide, maintain and update (at defined intervals) a Baseline Project OHS Risk Assessment for the project and communicate to all stakeholders.

The DS&I Contractor shall prepare a suitable, sufficiently documented and coherent site & scope specific safety specification for the intended construction work based on the baseline risk assessment and include the health and safety specification in the tender documents.

The DS&I Contractor shall ensure that the Principal Contractor and contractors comply with the requirements of Construction Regulations 2014, of the OHSACT 85 Of 1993 (including Construction Regulations 7- (Duties of Principal Contractor and Contractor).

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The DS&I Contractor shall ensure that Eskom's KPIs and KPAs are implemented within the projects. Monthly reports on monitoring of these KPA and KPIs by the DS&I Contractor on its Contractors must be submitted to Eskom together with the Monthly Audits done by the DS&I Contractor to its Contractors within the project.

The DS&I Contractor shall prepare ensure that each contractors health and safety plan contemplated in regulation 7 (1)(a) is implemented and maintained.

Where ambiguity exists between the DS&I Contractor, Contractor's approved H&S Plan and the Eskom's H&S Specification, Eskom's Specification shall take precedence. Where there is an oversight on the PC's Plan by the Client during the H&S Plan review and acceptance, the Client's H&S Specification shall take precedence over the oversight noted.

## **10. Safety Plan and File**

The DS&I Contractor shall discuss and negotiate with the Principal Contractor the contents of the Principal Contractor's health and safety plan contemplated in regulation 7 (1)(a) and must thereafter finally approve that plan for implementation.

The appointed CHSA shall liaise and collaborate with the Client Health and Safety Manager / Representatives to ensure that all OHS Obligations are met as per the Construction Regulations.

The Principal Contractor shall ensure that all appointed Contractors (Sub-Contractors) comply with all applicable legislation.

Each Contractor shall provide a Health and safety File for their own scope of work.

The DS&I Contractor shall ensure the following pertaining to the Contractors on site:

Any documentation submitted to the DS&I Contractor for review and acceptance shall also be submitted to the Client (Eskom) by the DS&I Contractor at the same time it is received from the Contractor. Any inputs from the Client pertaining to compliance shall be incorporated into the PC documentation.

Contractors shall structure their entire SHE File as per the Eskom SHE File index.

The DS&I Contractor shall notify the Client, a week in advance, of any Contractor it plans to bring on site before the agreements are signed, it will give information of the name of the Contractor, how many employees are coming with the Contractor, nature of work/activities and the duration of the work to be done on site.

The Client shall be given at least five (5) working days to review the PC's SHE File. If the PC brings more than one Contractor, the Client shall be given at least ten (10) working days for each Contactor's file. Task specific method statements and risk assessments (MS&RA) shall form part of the SHE Files unless agreed otherwise by the Client and PC.

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The PC shall review and approve the Contractor's method statements and risk assessments and submit them to the DS&I Contractor for acceptance (three (3) working days prior to activity taking place) before the Contractor commences with any work. The DS&I Contractor shall be given at least three (3) working days to review and accept each task specific MS&RA that was not initially submitted with the SHE File unless agreed otherwise by the PC and DS&I Contractor H&S representatives. When the DS&I Contractor received the RAMS from the PC, they must submit them to the Client as well, any comments made by the Client must be included onto the documentation.

The Principal Contractor may appoint Contractors to assist in the contract. All appointments shall be done in writing and will form part of the SHE file that is required to be submitted to the DS&I Contractor. Adequate training and instruction must be given to the appointees, and the Principal Contractor must ensure that all appointed Contractors understand their roles and responsibilities.

The Client shall be informed of the intent to appoint a new Contractor by the Principal Contractor; the Client SHE Department requirements shall be submitted by the PC SHE Department to the Contractor for conformance. The PC shall review and approve the Contractor's SHE file, and the Client shall review and accept the Contractor's SHE File before the Contractor commences work on site.

The PC employees shall be inducted and commence work on site only after the PC SHE File and SHE Plan have been accepted in writing by the Client.

## **11. Compliance and Non-Conformances**

As legislation forms part of any country's legal system, the Client requires the DS&I Contractor and all contractors to comply with legislation as part of the contract. All expenses which result from compliance with this legislation as well as special requirements specific to the site will be for the DS&I Contractor account.

Should the DS&I Contractor appoint a contractor, the DS&I Contractor would then have the same role and responsibility in relation to the contractors, in a similar way as the Client has in relation to the DS&I Contractor.

The Client representative reserves the right to stop work and issue a non-conformance report whenever OHS violations are observed after engaging and making the DS&I Contractor aware of such. Expenses incurred because of such work stoppage and standing time shall be for the DS&I Contractor's account. Any non-conformances/findings/observations found in these audits/inspections on contractors shall be raised and discussed with the agent. The DS&I Contractor must ensure that all non-conformances are closed out at the stipulated timeframes noted on the NCR form.

The requirements within this document should not be considered to be exhaustive and the Client reserves the right to add, delete or modify conditions where it is considered to be appropriate.

**No claim will be accepted as a result of any costs or delays being incurred due to the DS&I Contractor or his contractors not complying with legislation, applicable Eskom Procedures and Standards.**

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### **11.1 Legal and Other Requirements**

It is the duty of the DS&I Contractor and all contractors to ensure that they are familiar with the necessary OHS legislation required.

The DS&I Contractor shall compile a legal register listing all applicable legislation and standards that may have an impact on the scope of work that they are performing on the construction project. The Client shall have access to the legal register.

The register shall be updated at intervals defined by the DS&I Contractor and where the scope changes including changes in legislations.

### **12. Enforcement of OHS Requirements and Non-compliance**

The DS&I Contractor shall submit their procedure on how they would deal with enforcement and non-compliance to OHS requirements.

### **13. Hazardous Work by Children (Child Labour)**

The constitution of the Republic of South Africa, in the “Bill of Rights” is clear on the rights of children, especially when it comes to:

- a) being protected from exploitative labour practices.
- b) not to be required or permitted to perform work or provide services that
  - are inappropriate for a person of that child’s age; or
  - Place at risk the child’s well-being, education, physical or mental health or spiritual, moral or social development; and the Basic Conditions of Employment Act, Chapter six Section 43 “Prohibition of employment of children”.
  - Before resorting to the use of child labour, due consideration must be given to the rights of the child in terms of the constitution.

Where work is being performed which is not prohibited in terms of the constitution, then such work must be conducted in terms of the OHS Act “Regulations on Hazardous Work by Children in South Africa” with emphasis on paragraph 2 Purpose and Interpretation.

Eskom does not condone the use of child labour and therefore all efforts must be exercised to avoid it.

### **14. Cost allocation for OHS Compliance**

The DS&I Contractor shall ensure that the submitted bid adequately made provision for the cost of all Occupational Health and Safety measures based on the overall contracted scope of the project. (e.g.: resources, medical and emergency services, Covid 19 cost proposal etc).

***Please don’t limit your response to the above examples provided.***

Note: the costing for OHS must be detailed and itemised based on the overall contracted scope of the project.

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## **15. Training**

The DS&I and *Contractor* shall ensure that all employees, under his or her supervision, working at the Duvha PV Project, are adequately trained in the type of work/tasks to be performed. The training shall extend, but not limited, to include relevant procedures, Site instructions, Method statements, hazard identification and risk assessments, SHE Plan and SHE Specification. They shall have the appropriate qualifications, certificates, and tickets and shall be under competent supervision. Copies of records of appropriate training and qualifications for all employees must be kept and maintained in the SHE file.

Furthermore, the DS&I *Contractor* shall develop and submit, a SHE Training Matrix (live document) indicating the intended SHE training per person and the status of completion thereof. Such a matrix shall form a part of the SHE file and be made available on request and form a part of the monthly SHE statistical report feedback

The DS&I Contractor and Contractor need to ensure that the resources to work on the project have the required related training, knowledge and experience specific to the scope of work/services.

The DS&I Contractor shall maintain comprehensive records of all employees under his control (including all employees of the contractor) attending induction training. Acknowledgement of receiving and understanding the induction must be signed by all persons receiving the induction respectively.

The DS&I Contractor must ensure that the training providers are accredited and registered with SETA according to the relevant unit standards.

The contractor must have proof of this on site for verification.

The DS&I Contractor and its contractors must develop a training matrix for all their employees.

Minimum training requirements for DS&I and its contractor's resources include but are not limited to the following (additional training requirements will be as per the scope of work):

### **15.1 Health & Safety Representative Required Competencies**

- Health and Safety Representative training.
- Hazard Identification and Risk Assessment training.
- Incident Investigation and Root Cause Analysis Technique training.
- Auditing awareness training.
- Legal liability training.
- Construction Regulations, GNR 84 of February 2014.
- Basic scaffolding erecting and dismantling training awareness.
- Basic firefighting.
- Environmental legislation training.

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- Working at Heights training as per procedure 32-48.
- HAZMAT training

### **15.2 Construction Supervisor & Assistant Construction Supervisor Required Competencies**

- Three years applicable experience in construction management.
- OH&S Act and Regulations course, as applicable (latest version of the Act and Regulations).
- Incident Investigation or Root Cause Analysis Technique training.
- Construction Regulations, latest regulations
- HAZMAT training
- Basic fire fighting
- Hazard Identification and Risk Assessment training.
- Job Observations Training.
- Attended an accredited supervisor's safety course.
- Rigging awareness training.
- Excavation competency training.
- Legal liability
- Rigging competency training (red sealed rigger) for Supervisors that will be supervising rigging activities.
- Eskom PSR and ORHVS awareness training as and when required by the contract scope of works, and
- Working at Heights training.

### **15.3 Construction Safety Officer**

- B-Tech or National Diploma in Health and Safety Management or Environmental Health or any other recognised Health and Safety Course recognised for registration by SACPCMP
- HIRA training.
- Excavation training.
- Basic scaffolding erecting and dismantling training.
- Root Cause Analysis Technique training (RCAT) or Incident Investigation.
- OH&S Act & Construction Regulations training.

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- Eskom PSR and ORHVS awareness training as and when required by the contract scope of works.
  - Working at Heights training.
  - Construction Regulations, latest regulations.
  - HAZMAT training
  - Basic fire fighting
  - Rigging awareness training.
  - Legal liability
  - COIDA training
  - Snake catcher (or EO or any other employee within the DS&I Contractor or PC to be trained)
- Including any other training as deemed necessary by the Client's SHE Training Procedure.

#### **15.4 Construction Manager and Alternate**

- OH&S Act and Regulations course, as applicable (latest version of the Act and Regulations).
- Incident Investigation or Root Cause Analysis Technique training.
- Construction Regulations, latest regulations
- Basic fire fighting
- Hazard Identification and Risk Assessment training.
- Rigging awareness training.
- Excavation awareness or competency training.
- Rigging awareness or competency training.
- Eskom PSR and ORHVS awareness training as and when required by the contract scope of works, and
- Working at Heights training (where applicable).
- Legal liability

#### **15.5 Site Manager**

- OH&S Act and Regulations course, as applicable (latest version of the Act and Regulations).
- Incident Investigation or Root Cause Analysis Technique training.
- Construction Regulations, latest regulations.

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- Legal liability.

## **16. Access and Security Control**

Access and Security control shall be done according to the Eskom Access Control Policies.

DS&I Contractor employees, contractors and visitors shall be subjected to induction training and substance abuse tests when entering Eskom sites, or as and when required whilst on Eskom sites.

It may be required that prior to access being granted that person(s) ) should have a police clearance document and complete the required training e.g. plant access training, employee training, occupational health and safety training or any other prescribed training.

The following are prohibited items and shall not be allowed on Eskom sites unless the necessary authorisation for possession has been obtained:

- Firearms and ammunition (exclude Eskom official firearms/ ammunition and firearms/ ammunition issued to the South African Security Forces)
- Liquor/ Alcohol
- Dangerous weapons
- Drugs
- Any other items that may be declared prohibited

The DS&I Contractor shall ensure that all appointed security personnel and services complies with the applicable South African legislation and Eskom standards and procedures.

The DS&I Contractor and contractor shall provide suitable safety signs, including traffic routes signage's (traffic & pedestrian arrangement) & warning notices/ signs to indicate restrictions or prohibited items, where authorisation is to be obtained.

The DS&I Contractor should develop and implement a sound site security plan as part of their OHS Plan and File.

## **17. Workplace protective measures to be taken during the COVID-19**

The DS&I Contractor and contractor shall ensure that measures required by the applicable latest COVID-19 directives or any other pandemic that may arise, guidelines and work instructions are strictly complied with.

## **18. Fire Safety Plan**

The DS&I Contractor and the PC shall develop and implement an adequate fire safety plan to ensure the overall fire safety, fire prevention and fire protection measures, deemed suitable and necessary for the PV Plant.

The DS&I Contractor shall enforce the principles of fire safety both on and off the site.

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Contractor shall ensure the compliance of fire detection and addressable type alarm system as per relevant standards and regulations. The installation shall meet all applicable statutory requirements and safety regulations of provincial/central fire department/body or any other competent authority in terms of fire protection.

## **19. Emergency Preparedness and Response Plan**

The DS&I Contractor shall, in consultation with the Client regarding the Client's site-specific emergency preparedness plan, develop and implement an emergency preparedness and response plan to ensure an adequate level of preparedness, response and recovery PV Plant to minimise the impact of an emergency situation pertaining to human life, the environment, security and property.

The DS&I Contractor shall enforce the principles of emergency preparedness both on and off the site. This plan must include vegetation management to prevent a possibility any fire incidents.

The DS&I Contractor shall provide training on the approved plan to all the applicable stakeholders.

The DS&I Contractor and the PC shall also develop their own emergency response plan, both plans must form part of the H&S file. The DS&I Contractor and the PC must ensure that all employees are conversant with the content of these plans.

The PC must conduct at least two (2) drills every 6 months. The PC and DS&I Contractor must inform Esko in writing at least two (2) working days in advance. Eskom may be present during the emergency drill conducted by the Contractor.

The DS&I Contractor must ensure that all the emergency response team members are trained and appointed in writing for the specific areas they will be looking after. An EP organogram must be developed and updated as and when resources change or there is a need.

The risk assessment must be reviewed each time after an incident.

### **19.1 Emergency Response**

Based on the capabilities of Local Authority Emergency Services, the DS&I Contractor must identify the most appropriate first response actions and minimum safety precautions that first responders must implement during incidents, inclusive of firefighting.

Due to the different approaches by Local Authorities on the provision of fire and emergency services, the DS&I Contractor shall verify the capabilities of the local authority emergency services or such reasonably practicable alternative arrangements to ensure access to fire and emergency response in the event of emergencies.

The DS&I Contractor shall provide a detailed plan as how to access the local authority fire and emergency services or indicate what provision is made for fire and emergency response services and assistance on the project at all times. This shall form part of the DS&I Contractor Health and Safety Plan.

Establish and test the fire and emergency response component of the emergency preparedness plan.

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The DS&I Contractor must integrate their emergency response plan with Duvha Generation emergency response.

## **20. Traffic Management Plan**

The DS&I Contractor shall develop and implement an adequate traffic management plan (for transportation of items off and onsite), considering all the requirements of the permits, licenses and the safe access and egress of all anticipated traffic, pedestrians and vehicles to all working areas of the site including the core construction area, the lay down areas and site offices. Such traffic safety measures shall include the separation of vehicle and pedestrian traffic to prevent injuries. All vehicles shall be operated by competent and authorized personnel. The DS&I Contractor and the PC shall also take into consideration the requirements as stipulated in the Client H&S Specification and once the plan is developed it shall be subjected for review and acceptance by the Eskom prior to its implementation.

The DS&I Contractor shall enforce the principles of road safety both on and off the site. This shall include the control of vehicles on site, road worthiness, vehicle maintenance programmes, signage, speed limits, flagmen, warning lights and high-level flags if required.

Where access roads pass underneath overhead power lines, the DS&I Contractor shall provide suitable height limitation barriers (goalposts) as agreed upon with the Client.

The DS&I Contractor where applicable shall be responsible for all permits and licences applicable for the project as per the scope of work.

The DS&I Contractor shall ensure that maintenance of the roads under his supervision are maintained, managed by the Principal Contractors and Contractors and that all Traffic Management plans of Principal Contractors are approved.

### **Contractor's Site Facilities**

Site facilities shall be established and maintained by the DS&I Contractor. The facilities include, but are not limited to the following: (refer to OHS Act Construction Regulation 30)

- Temporary Facility Layout Plan
- Sheltered eating facilities
- Change rooms
- Ablution facilities
- Site Sheds, Offices and Amenities
- Contractor Site Camps
- Lay down and Storage
- Temporary Site Services (Alternative sites)
- Rehabilitation of the site once completed

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Reasonable and suitable living accommodation may be provided for employees who are far removed from their homes and where adequate transportation between the site and their homes, or other suitable living accommodation, is not available.

## **21. Public Safety**

Legislation requires that employers shall be responsible, as far as reasonably practicable, for safeguarding persons other than those in their employment who may be directly affected by their activities so that they are not exposed to hazards to their health and safety (Section 9 of the OHS Act).

The DS&I Contractor and Contractors shall factor in, in their safety plan, how they intend safeguarding/ controlling any members of the public against their activities during the project.

The DS&I Contractor shall consider community Public Safety interventions and awareness programmes to ensure that personnel or members of public are safe from operations and activities.

The DS&I Contractor and Contractors shall ensure that the site under their supervision is adequately fenced off and maintained.

## **22. Project and Site Rules (Zero Harm to People and the Environment)**

The objective of this section is to define the rules that are over and above the internal regulations and procedures of Eskom and relevant legislation which will ensure zero harm to persons and the environment. These rules will be specific to the project and site.

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### **Eskom Life Saving Rules**

Six Life Saving rules have been developed that will apply to all DS&I Contractor employees, Agents, consultants, contractors, and visitors. Failure to adhere to these rules will be considered a serious transgression. These rules are being implemented to prevent serious injury or death of any employee, labour broker or contractor working in any area within Eskom.

The rules are:

<b>RULE</b>	<b>DESCRIPTION OF RULE</b>
Rule 1	<b>OPEN, ISOLATE, TEST, EARTH, BOND, AND/OR INSULATE BEFORE TOUCH</b> (That is plant, any plant operating above 1000 V)
Rule 2	<b>HOOK UP AT HEIGHTS</b> Working at height is defined as any work performed above a stable work surface or where a person puts himself/herself in a position where he/she exposes himself/herself to a fall from or into.
Rule 3	<b>BUCKLE UP</b> No person may drive any vehicle on Eskom business and/or on Eskom premises: Unless the driver and all passengers are wearing seat belts.
Rule 4	<b>BE SOBER</b> No person is allowed to be under the influence of intoxicating liquor or drugs while on duty
Rule 5	<b>PERMIT TO WORK</b> Where an authorisation limitation exists, no person shall work without the required permit to work.
RULE 6	<b>ENSURE SAFE LIVE WORKING</b> Ensure all live work basic principles are adhered to, as outlined (for the method being used) in the High Voltage Live Working Standard for the respective division.

### **Eskom will take a stance of zero tolerance on these rules**

Any non-compliance to any health and safety requirement in this OHS specification is subject to discipline/removal of person from the project site.

Non-compliance to a Life Saving rule will be considered serious misconduct and will lead to serious disciplinary action, which may include dismissal.

This is to ensure that every person who works on or visits an Eskom work site returns home safely to his or her family.

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No person shall damage, alter, remove, render ineffective, or interfere with anything that has been provided for the protection of the site, or for the health and safety of persons.

No person under the influence of alcohol, drugs or medication (in a state of intoxication) or any other condition that may render him incapable of controlling himself or of other persons under his charge shall be allowed to enter the site.

All safety and warning signs shall be obeyed at all times.

Entering or leaving the Site will only take place at official access control points and may only be done via the official designated walkways.

All employees shall adhere to the OHS and other site-specific rules.

The DS&I Contractor must have a process in place to address employees that have contravened Health and Safety Requirements.

- **Smoking**

Smoking is only permitted at designated areas in accordance with the requirements of the smoking policy (32-1126: Eskom Smoking Policy).

- **Cellular Phones**

Do not use Cellular phones in areas where cell phone usage is prohibited. Employees must not walk and talk on their cellphones or drive while holding their phones on their ear.

A contractor shall develop and implement a risk-based cell phone policy for a particular construction site.

- **Fire Extinguishers**

All fire extinguishers shall be:

- Clearly labelled
- Conspicuously numbered
- Entered in a register
- Inspected monthly by a competent person
- Tested and serviced at recommended intervals by an accredited supplier
- Results shall be entered in the register and signed by competent person.
- No open or unattended fires are allowed within the construction site.

*DS&I Contractor shall have a layout plan of a site indicating where all his firefighting equipment is located.*

- **Vehicles and Traffic Rules**

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Ensure that all drivers and passengers wear seatbelts, where fitted, while travelling in a motor vehicle. Vehicles not fitted with seatbelts must be retrofitted according to the vehicle manufacturer's specifications.

Ensure that no employees, including contractor employees, when performing work for Eskom, are transported at the back of bakkies / vans and trucks.

- **Substance and Drug Abuse Management**

The DS&I Contractor shall provide a **Substance Abuse management plan** which is in line with the Eskom Procedure (Eskom Substance Abuse Procedure 32-37)

Alcohol and substance abuse pose a significant threat to any business, more so in industrial incidents and the driving of vehicles. Eskom is therefore, entitled to take reasonable steps to ensure that intoxicated persons are identified and prevented from entering Eskom.

General Safety Regulation 2A is clear on the legal stance regarding intoxication.

The DS&I Contractor shall implement a **zero tolerance** to substance abuse.

All contractors shall comply with Eskom's procedure 32-37 ("Substance Abuse Procedure"), taking into account that this is an Eskom Life-saving Rule number 4: BE SOBER", this means anyone entering the Eskom will be subjected to ad hoc alcohol testing.

Contractors are encouraged to compile their own manual and to carry out regular alcohol testing of their own employees. The legislative alcohol level is deemed to be zero.

Test records must be treated as "Confidential" and filed in the employees' personal file.

## **23. Hazard Identification and Risk Assessment**

It is a legal requirement in terms of the OHS Act for an employer to carry out risk assessments, to establish which risks and hazards are attached to the health and safety of persons due to any work which is performed, any article or substance which is, handled, stored, transported.

The DS&I Contractor shall prepare, provide, maintain and update (2 yearly) a Baseline Project OHS Risk Assessment for the project and communicate to all stakeholders. The Contractors are expected to have different types of risk assessments for their scope of work.

A Risk Assessment process should be aligned with Construction Regulation 9 and the Client's requirements. Emerging risks and hazards must be managed during construction work. This means that if there are significant changes to a process or activity, or any new process, then these should also be subjected to risk assessment. All risks must be rated.

Risk assessments shall be conducted by an appointed competent risk assessor. Risk assessment shall be developed by cross-functional team and outcome shall be shared with employees.

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The DS&I Contractor shall ensure that daily and for every task to be performed, a pre-task risk assessment is conducted, with all employees involved in the task(s) present. The pre-task risk assessment will form the basis of the daily pre-job brief prior to work commencement. Another pre-task assessment shall be done after lunch before work commitment.

Proof of communication as well as confirmation that it was received and understood by all will be noted on a standard form, which will be kept at the job site during the job execution. The completed signed pre-task risk assessment form will be filed in the Contractor's H&S file and made available to the relevant Client representatives and all auditors upon request.

### **HIGH LEVEL OHS RISKS AND SUGGESTED MITIGATING FACTORS (BUT NO LIMITED TO THE FOLLOWING):**

The following risks referred to in this document are Eskom's minimum requirements and should not be construed as all-encompassing. This list is to be transferred to the Risk Register that the DS&I Contractor will update and maintain at regular intervals.

<b>RISKS</b>	<b>Suggested Mitigating Factors</b>	<b>Responsible Person</b>
<ul style="list-style-type: none"><li>Non-Compliance to applicable legislations and standards</li></ul>	<p>Compile a legal register listing all applicable legislation and standards that may have an impact on the scope of work. The register shall be updated regularly.</p> <p>Identify all applicable OHS permits related to the scope of work. Apply for the permit with relevant authorities.</p>	<p>DS&amp;I Contractor</p> <p>DS&amp;I Contractor</p>
<ul style="list-style-type: none"><li>Working/interfaces on an existing operational site</li></ul>	<p>Works coordination process to be established with inputs from all affected stakeholders</p>	<p>DS&amp;I Contractor</p>
<ul style="list-style-type: none"><li>Weather Conditions</li><li>Temperatures /hot/cold/wind speed and direction</li></ul>	<p>Obtain site data info</p> <p>Rigging activities to consider wind speed and direction including all other high risk activities</p> <p>Manual handling to consider below 0 temperature</p>	<p>Client</p> <p>DS&amp;I Contractor</p>
<ul style="list-style-type: none"><li>Road /Terrace Condition</li><li>Increased Volume in the area</li><li>Abnormal loads</li></ul>	<p>Consider all roads inside and outside site in the Traffic Management Plan.</p> <p>-Movements of vehicles, mobile plants and pedestrian on site and surrounding areas.</p>	<p>DS&amp;I Contractor</p>

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<ul style="list-style-type: none"><li>• Availability of Medical facilities and services</li></ul>	<p>Provide a detailed plan as to how access to or provision of medical facilities, services and assistance is rendered on the project at all times. This shall form part of the DS&amp;I Contractor Health and Safety Plan.</p> <p>Establish and test an Emergency medical response plan and ensure that it is aligned with emergency response plan</p>	DS&I Contractor
<ul style="list-style-type: none"><li>• Delivering of construction material.</li></ul>	<p>To be considered in the Traffic Management plan, taking into account the road conditions.</p>	DS&I Contractor
<ul style="list-style-type: none"><li>• Storage of Hazardous Chemical Substances on site</li></ul>	<p>Comply with the Hazardous Chemical Substance Regulations of the OHS Act and Major Hazard Installation Regulations (if applicable).</p>	DS&I Contractor
<ul style="list-style-type: none"><li>• Spillages, explosives and fire</li></ul>	<p>Fire Safety and Emergency Preparedness Plan.</p>	DS&I Contractor
<ul style="list-style-type: none"><li>• Explosive Environment and Fires</li></ul>	<p>Intrinsically safe equipment- Light fixtures/electrical equipment and ban cell phones usage. Post signage.</p>	DS&I Contractor
<ul style="list-style-type: none"><li>• Loss of containment/ spillages</li><li>• Presence corrosive acid</li></ul>	<p>Correct Personal Protective equipment for workers in that environment. (I.e. wet suits).</p> <p>Ventilation if the acid or chemical becomes a gas/vapour.</p> <p>Gas detection, extraction Fans/vents.</p> <p>In the event of emergencies- availability of self-contained breathing apparatus (should be risk based)</p>	DS&I Contractor
<ul style="list-style-type: none"><li>• Manual handling of batteries resulting in Muscle sprains/ back pains (musculoskeletal disorders)</li></ul>	<p>Compliance with the applicable legislation and standards</p>	DS&I Contractor

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<ul style="list-style-type: none"><li>Working underneath/on close proximity of the powerlines</li></ul>	Comply with the ORHVS Regulations	DS&I Contractor
<ul style="list-style-type: none"><li>Maintenance and Operational Risks</li></ul>	Consider Maintenance Risks at design stage.	DS&I Contractor
<ul style="list-style-type: none"><li>All other Risk as per the scope of work</li></ul>	The DS&I Contractor and Contractor to conduct Risk Assessment for their activities	DS&I Contractor
<ul style="list-style-type: none"><li>Drivers fatigue</li></ul>	Consider rest periods and driver behaviour when driving	DS&I Contractor/client
<ul style="list-style-type: none"><li>Technology options for the proposed project</li></ul>	The DS&I Contractor and Contractor to conduct Risk Assessment for all the technologies activities	DS&I Contractor
<ul style="list-style-type: none"><li>Wild animals and document animals</li></ul>	Avoid driving at night or the environment not conducive	DS&I Contractor/client
<ul style="list-style-type: none"><li>Access control to the working site including cross boarder movement of people and vehicles</li></ul>	Traffic Management plan and restricted access plan	DS&I Contractor/client

## 24. High Risk Activities

When the DS&I Contractor and/or his contractors are working in an area where a high health and safety hazard exists, the DS&I Contractor shall:

- Ensure that permanent and adequate on-site supervision is available for the entire duration of the work that is being conducted.
- Ensure the use of safety standbys in areas of high-risk activities, and activities that fall within the scope of the permit to work system.
- Provide, erect and maintain all the required solid barricading, lighting, flags and flagman (for construction vehicles with or without load), flashing lights, or other safety control equipment to enable operations to proceed in a safe manner;
- Maintain, at all times, defined access ways (i.e. driveways and pedestrian walkways), which are clear of objects or obstructions, so as to allow for emergency vehicle entry; and
- Provide any temporary protective shielding required for protecting nearby operations from the construction activities, at their own cost.

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- When crossing roads, railway tracks and other power lines during operations, the contractor shall ensure that rugby poles are properly erected at all road crossings and that the public is warned, and flagmen placed at strategic positions to warn traffic/motorists. DS&I Contractor shall ensure that whenever mobile cranes/ lifting machinery are operated onsite, the booms are retracted and safe clearances from overhead power lines, communication lines or other overhead obstructions are observed and maintained as per Electrical Machinery Regulations 19 & 21, Eskom Procedure "Operating Regulations for High Voltage Systems (ORHVS)-32-846" Section 5.03.6.3 (Work in close proximity to live conductors / apparatus). Supervisors shall be trained in the Eskom ORHVS (see above).
- Height restriction barriers/cross-bars must be erected on both sides of the overhead power lines, communication lines or other overhead obstructions. Establish the permitted safe clearances in consultation with the owner of the line.
- What are your company's critical success factors, plans, and requirements in managing high risk construction activities such as (if applicable)?
  - Civil works
  - Lifting and rigging
  - Crane Coordinator
  - Blasting
  - Hot work
  - Work at height
  - Stacking and Storage
  - Manual Handling
  - Electrical safety/ Close Proximity to live apparatus
  - Hazardous Chemical Substances
  - Confined Spaces
  - Construction traffic and vehicles etc.
  - Transportation of staff
  - Underground Surveys.
  - Exposure to Physical, biological and chemical stresses
  - Distributed Battery energy storage system.
  - PV Plant installation

**NOTE: Please don't limit response to the above list of activities.**

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## **25. Pre-Task Risk Assessment (DSTI)**

The Contractor shall on a daily basis and for every task to be performed, conduct a pre-task risk assessment with all employees involved with the task(s). The pre-task risk assessment will form the basis of the daily pre-job brief/toolbox talks prior to the start of work. This will highlight critical steps from the safe work procedure to ensure that work is performed in a safe manner. Proof of communication as well as confirmation that it was received and understood by all will be noted on a standard form, which will be kept at the job site during the job execution. The completed signed pre-task risk assessment form shall be filed in the DS&I Contractor's safety file.

## **26. Method Statement, Safe Work Procedures and Practices**

The DS&I Contractor shall compile project / site specific method statements and safe work procedures for all the high-risk activities as identified in the risk assessment and scope of work. These shall be approved by the DS&I Contractor.

Commencement of any work activity does not take place unless a method statement, risk assessment and safe work procedure has been produced and submitted to the DS&I Contractor (and permission has been received), in advance of any proposed specific activity starting. They must be site and task specific, clear and signed off.

The supervisor / team leader shall ensure that all employees are trained on all applicable safe work procedures. Records of training/ awareness shall be kept on site.

## **27. Planned Task Observations (PTO)**

The DS&I Contractor shall provide the planned task observation procedure or process covering but not limited to the following:

- Persons responsible for monitoring the task and carrying out the Planned Job Observation must be the supervisor.
- Planned job observations should be conducted in such a way that the employee is observed against the actual steps (of the written safe work procedure) to be followed when performing a task and be marked against compliance with each step. This will assist in determining employee competence and compliance. Record should be kept at all times.
- Where the employee did not comply or did not follow the required steps, this should be indicated on the report and actions be taken to correct the deviation.

## **28. General Walk-downs (Visible Felt Leadership)**

The Senior Managers from the DS&I Contractor and Contractors shall lead the site walk downs with the Construction Supervisors and the management representatives from the DS&I Contractor at agreed intervals to demonstrate their commitment towards OHS matters and Visible Felt leadership. These sites walk downs will be used to identify both strengths and areas for improvement regarding OHS issues. Site Walk downs will be documented, inclusive of an action plan to close out all deviations noted during such a walk-down.

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Describe how and what measures are taken by Senior Leadership to actively drive OHS with employees and contractors.

Consider the following Criteria:

- Visibility on sites where operations take place.
- Interventions that leadership drive specifically on OHS matters.
- What monitoring mechanisms are in place to verify the above?

Weekly management walk downs must be scheduled by the DS&I Contractor amongst all contractors on site and for the Client. A schedule must be developed at the beginning of the project and shall last until the end of the project. The DS&I CHSO and Supervisor must ensure that attendance registers of the walk downs are kept, and any actions emanating from the walk downs are documented, submitted to the Client and all Contractor involved, with an action plan on when identified deviations must be corrected. These actions must be discussed in the following week's walk down to ensure that they have been closed out.

The DS&I CHSO and Supervisor are be responsible for the day to day coordination of site activities, which include but not limited to ensuring that the employee induction are done, ensure daily task risk assessments are done by risk assessors and signs them off before start of tasks each morning and in the afternoon, ensure toolbox talks are done daily, ensure PPE is adhered to by all employees on site, ensure health and safety walk downs are done, avail themselves for audits by the Client, develop health and safety documents for review and approval by the Contractor Construction health and Safety Manager, etc. the Client reserves the right to schedule Adhoc walk downs with the DS&I Contractor at any given time, and the DS&I Contractor must ensure all the relevant key players as required by the Client are present in the walk down when they are needed.

## **29. Health and Safety Behaviour Observations and Inspections**

The objective of behavioural safety observations is to assess and address the actual safe and unsafe behaviours of people in the workplace; as well as workplace conditions - which are caused by the actions or non-actions of employees, contractors or their supervisors.

The DS&I Contractor is expected to describe how their company would implement a behavioural safety programme.

## **30. Management of Hazardous Chemical Substances**

Safety Data Sheets to be obtained for all hazardous chemicals. Copies Safety Data Sheets to be kept on site as to ensure that emergency information is always available.

All employees to be trained on the dangers posed by the chemical substances used; and

All employees that use Hazardous Chemicals to be provided with and are required to wear respiratory protective equipment.

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Medical screening of such persons to be done as per OHSA

Storage of Hazardous Chemicals to comply with the OHSACT Regulations

### **31. Occupational Health and Hygiene**

The DS&I Contractor must develop an Occupational Health and Hygiene program and conduct Occupational Hygiene Surveys as required by their scope of work. The program is intended to ensure that the risks to human health are identified and controlled. Copies of the surveys done together with an action plan to address any recommendations from the survey reports must be provided to the Client as soon as received from the Approved Inspection Authority (AIA) and drawn up by the Contractor respectively.

The Contractor must ensure that least one (1) calendar month after site establishment, it develops and submits its Occupational Health and Hygiene monitoring program and survey plan to the Client for acceptance. This plan must clearly stipulate when surveys shall be done, frequencies and by whom. The DS&I Contractor must present the status of the implementation of the survey plan including close out of any recommendations from the survey reports, on a weekly basis to the Client during the weekly feedback sessions.

#### **31.1 Occupational Hygiene Management Program**

DS&I Contractor and contractors shall develop, implement and maintain an occupational hygiene management programme to ensure that the occupational hygiene stressors are identified assessed (monitored) and controlled.

The occupational hygiene should include, but not be limited to the following elements:

- Occupational health risk assessment as a background.
- Occupational health risk exposure profiles
- Occupational hygiene monitoring program and ensure that monitoring is performed by an approved Inspection Authority.
- Communication of occupational hygiene results and requirements
- Proof of awareness training.
- Documentation and control of records (Records to be kept for 40 years)

Where there are occupational hygiene stressors, the contractors shall ensure that programs are developed and in place to address the said stressors. These programs may include but not be limited to:

- Hearing Conservation Program.
- Respiratory Protective Program
- Hazardous Chemical Substances Program

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- Procedure for the use and management of radioactive sources
- Heat Stress Management Program

DS&I Contractor and contractors shall report to the Department of Labour and Department of Minerals Resources on the occupational hygiene milestones (e.g. crystalline silica). Evidence of reporting to the department of labour and copies of such reports shall be made available to OHS manager/practitioner.

Copies of all occupational hygiene surveys conducted by the DS&I Contractor and contractor must be submitted to the Eskom OHS manager and practitioners. The DS&I Contractor shall establish a database of occupational hygiene surveys and corrective plans. The DS&I must submit the dashboard of surveys for all its contractors on site monthly to the Client.

The DS&I Contractor and contractors shall describe in detail how they would implement an Occupational Hygiene programme and provide an outline of the programme as well.

### 31.2 Employee Health and Wellness Programme

The DS&I Contractor shall submit details of their Employee Health and Wellness Programme as part of their Health and Safety Plan which should include a Medical Surveillance Program and an Employee Assistance Program.

### 31.3 Medical Surveillance Programme

The DS&I Contractor shall ensure that his employees and contractor employees are registered on a medical surveillance programme and are in possession of a valid medical certificate of fitness. The medical certificate of fitness shall be relevant to the type of work (risk based) that the employee will be exposed to. This will require each employee to have a risk-based person job specification that will be used as a basis for medical examination.

The DS&I Contractor must ensure that his employees and contractor employees have undergone pre-entry medical examination before starting work on site, ***no employee will access site without a valid medical certificate of fitness.***

The DS&I Contractor and contractor employees must ensure that all their 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.

The frequency to renew the medical certificate of fitness shall be determined by the risk profile and or as per the recommendation of the Occupational Health Practitioner.

On completion of the project an exit medical examination shall be conducted, unless otherwise advised by the Occupational Health Practitioner.

All employees shall be issued with the required medical records to prove medical status at the time of exiting the construction project.

The DS&I Contractor shall provide a documented process for managing those employees who are issued with a conditional certificate of fitness or restrictions.

**Note:** *Eskom will only accept medical surveillances conducted by an Occupational Health Practitioner who holds a qualification in occupational health.*

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### **31.4 Medical Services and Medical Emergencies.**

Due to the unavailability of Eskom in-house medical facilities in the areas of work, the DS&I Contractor shall provide a temporary first aid facility as close to the construction area as possible. The first aid station shall provide the initial medical treatment required to stabilize an injured employee and shall be equipped with the general first aid equipment.

The DS&I Contractor shall investigate alternative arrangements to ensure access to adequate medical assistance in the event of emergencies and provide a detailed plan as to how access to or provision of medical facilities, services and assistance is rendered on the project. This shall form part of the DS&I Contractor Health and Safety Plan

**DS&I Contractor and its Contractors will need to develop a plan on how to manage Medical Services and Medical Emergencies.**

Establish and test the Emergency medical response component of the emergency preparedness plan.

### **31.5 Compensation of Occupational Injuries and Diseases Act (COIDA)**

The DS&I Contractor shall submit proof of registration and letter of good standing with the compensation fund or with a licensed compensation insurer for his company; based on South African legislative requirements. This must remain valid for the duration of the contract. The Letter of Good Standing shall reflect the name of the DS&I Contractor. The Contractors are expected to provide the same to the DS&I Contractor.

## **32. Forums for OHS Governance and Communication**

Effective governance and communication structures shall be established on each project site where project OHS matters shall be discussed. Attendance registers and minutes shall be kept for all the health and safety meetings. The terms of reference shall be established for each governance structure on the project.

The DS&I Contractor/s shall provide a communication plan outlining the discussions and decisions to their staff, the mediums they will employ and how they will measure the effectiveness of their OHS communication.

Every meeting conducted on site shall include OHS as a standing agenda point and minutes of these meetings shall always be available on site.

**NOTE: These meetings do not replace or act as a substitute for the required OHS statutory meetings.**

Statutory OHS Committees in terms of Section 19 and 20 and General Administrative Regulations 5 of the OHS Act and Eskom requirements shall be established.

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### **33. Permit to Work**

The DS&I Contractor must adhere to the approved & Compulsory Eskom Permit to Work System to control identified high risk activities. There will be only one Permit to Work system (Eskom) on the construction site, as per the legislation and best practises.

The DS&I Contractor together with the appointed contractors on this project shall identify persons to be trained and authorised for the Electrical Permit to work systems. Eskom Regulations indicated below. After training the supervisors will be assessed for competence and authorised in writing to perform the duties of an authorised or responsible person as contemplated in the applicable Eskom regulations e.g.

- Operating Regulations for High Voltage Systems.
- Plant Safety Regulations.
- Pulverised Fuel firing regulations.
- Hot Work Permits etc.

The Client will provide more details on the permit to work system for the specific work to be conducted by the DS&I Contractor.

### **34. Confined Space Work**

All confined spaces shall be considered "permit-required" spaces unless a pre-entry procedure has demonstrated otherwise. A permit shall be completed before approval can be given to enter a "permit-required" confined space. This permit shall be maintained at the jobsite for the duration of the job.

All confined spaces shall be tested for poisonous gases and/or oxygen deficiency prior to entry.

When in confined areas such as boilers, tanks, drums, manholes, etc., or where noxious or poisonous gases may be present, the appropriate breathing apparatus shall be used.

Where dangerous gases or harmful substances are present in the immediate work area, air-supplied masks shall be worn.

Proper ventilation and all other required protective equipment shall be used.

Hazardous work areas containing noxious or poisonous gases shall not be entered without proper protective equipment being worn and without being accompanied by a fellow employee who has been properly trained and familiar with the use of such protective equipment.

### **35. Management of Pressure Equipment**

The DS&I contractor shall ensure they always comply with the requirements of Pressure Equipment Regulations, 2009 with specific reference to the following:

- Ensuring all Equipment owned and hired-in Vessels under pressure, comply with the 36-month pressure vessel inspection, and a certificate of testing is available on site.

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- Ensure that all temporary pressure vessels are subjected to a pressure test after they have been installed or moved and reinstalled in a new position.
- Ensuring that all personnel who shall use this equipment are competent and trained.
- Ensure the users of this equipment are issued with the required PPE.
- Ensuring the area is adequately identified as a noise area and warnings are posted.
- Ensuring daily pre-start inspections are carried out on all the equipment and the findings recorded on the standard inspection register.
- Ensure the correct fire prevention and fighting equipment is available at all times.
- Noise levels where possible shall be kept within reasonable operating norms.

### **36. OHS Audits**

Eskom reserves the right to monitor and conduct unannounced audits to ensure compliance and provide assurance to the Client representatives and their key stakeholders.

The SD&I *Contractor*, as an employer in his or her own right, shall conduct monthly statutory audits on all contractors and their work areas. The results of these audits shall be kept on record on the site SHE files and shall be made available within 30 days of the audit for verification. Close-out of corrective actions agreed upon shall be documented on an action plan close-out form and all proof of close-outs submitted to the *Client* for verification within 30 days of receiving the report

### **37. Contractor OHS Performance Evaluation**

Eskom shall evaluate contractor OHS performance on an on-going basis against the Eskom requirements.

### **38. Documentation and Records Management**

The DS&I Contractor shall establish and maintain a documentation and records management system where all project and scope OHS related documentation and records are kept and maintained.

The OHS file shall be handed over to the Client (Eskom) at the end of the DS&I Contractor's contract.

The Client shall have access to this system.

### **39. Incident Investigation**

The DS&I Contractor and Contractors shall report all incidents/accidents as required in terms of the legislation.

All OHS incident reporting, recording, classification and investigation will be done according to the requirements set out in the Eskom document 32-95 (latest version)

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#### **40. OHS Performance Status Reports**

The DS&I Contractor and contractors shall provide an OHS Statistical and Non-Statistical Reports, dashboards, presentations as per the Client requirements.

Reporting must not be later than the 3rd of every month.

#### **41. Omissions of OHS Requirements**

By drawing up these OHS requirements Eskom has endeavoured to address the most critical aspects relating to OHS issues to assist the DS&I Contractor in adequately addressing the health and safety management of persons on site.

Should Eskom not have addressed all aspects pertaining to the work that is tendered for, the DS&I Contractor needs to ensure that all applicable OHS requirements are identified and included in their management system, OHS Plan, Draft OHS Specification, policies, standards and procedures.

#### **42. Hours of Work**

All work conducted on site shall fall within the legal requirements in accordance with the Basic Conditions of Employment Act and all applicable South African legislations.

The DS&I Contractor shall be aware of the effects of human fatigue and regulate overtime accordingly. The baseline risk assessment must be reviewed to include the management of overtime work.

The DS&I Contractor must notify in writing, their Client Project Manager, Supervisor and Safety Officer of any work that needs to be performed after agreed normal working hours or for weekends, (notification must be submitted in writing, at least 24 hours in advance to the Client Project Manager and OHS Manager). Where applicable, the notification must include the exemption of overtime from the Department of Labour.

The DS&I Contractor shall take into consideration the effects of human fatigue and regulate overtime accordingly. The baseline risk assessment must be reviewed to include the management of overtime work. No Contractor shall work overtime without having approval from the Department of Labour where the hours of BCEA will be exceeded, and the Eskom Project and OHS Managers if the exemption to work overtime is in place.

When the Contractor need to work extra hours than planned, a formal writing must be submitted to the Client Project and OHS Managers indicating the reasons for the request, supervisors and CHSO Officers that will be working and the duration for the extra hours. The DS&I Contractor Project Manager and OHS Manager must ensure that the conditions of overtime exemptions are adhered to.

The DS&I Contractor must submit all overtime exemptions for all contractors that will be working additional hours. If there is a Contractor that will not exceed the BCoEA overtime hours, the DS&I Contractor must state so in writing to the Client. The DS&I Contractor must also develop and submit a fatigue management plan for all employees that will be working overtime. A monitoring spreadsheet must be submitted to the Client with each request to work overtime by the DS&I Contractor. No employee is allowed to work more hours that permitted by the overtime exemption.

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Headcount statistics:

The DS&I Contractor is required to submit H, S and Environmental statistics of all its employees and its Contractors to the Client on a weekly basis (Wednesdays before 11am). Incident statistics must be submitted in a presentation format and must contain the following information which includes but is not limited to:

- Safety, health and environmental incidents experienced for the week
- Manhours for the week
- Headcount for the week
- Each Contractor to submit the total number of employees that reported for work for each day of the week. The headcount must be submitted in a form of employee clocking sheet for accuracy purposes. If the headcounts are submitted in any other form, e.g., toolbox talk attendance registers, each Contractor OHS Manager and Project Manager must write and sign a letter that will be submitted with the headcount, confirming that the statistics are accurate. The DS&I Project and OHS Manager shall co-sign letters for their Contractor's headcount.

### **43. Night Work**

When night work is to be performed; the DS&I Contractor shall provide sufficient lighting to enable the entire work site to be illuminated to a degree that employees will not work in dark (un-illuminated) or dimly lit areas. Care must be exercised as not to use few lights with high light intensives as this will cause night blindness.

If work is continuing from day light into night, at dusk, a toolbox talk must be held where all employees will be advised of the hazards of night work and the extra precautions which require to be taken, i.e. poor housekeeping, stepping on uneven ground, stepping into holes etc.

### **44. Employees' right of refusal to work in an unsafe situation**

Employees have a duty to take reasonable care of their own as well as other person's health and safety at work and to cooperate with the employer, carry out lawful orders, including reporting unsafe situations and incidents.

Refer to Eskom Procedure 240-43848327- Employees' right of refusal to work in an unsafe situation. The aim of the procedure is to ensure that an environment is created that promotes zero harm by empowering employees and contractors to take responsibility for their own safety and that of others.

The DS&I Contractor shall provide an Employees' right of refusal to work in an unsafe situation procedure which is in line with the Eskom Procedure 240-43848327.

**NOTE:** *Work stoppages that are initiated because SHE related incidents shall not warrant any financial compensation claim lodged against Eskom.*

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#### **45. OHS requirements for PV Plant**

The Client expects the DS&I Contractor to ensure the OHS Management scope is adjusted to the phase of operation & maintenance and engage in safety culture initiatives in line with the Eskom SHEQ Policy and value, Zero Harm during the operation and maintenance of the complete plant facility.

It is required that the DS&I Contractor comply with the relevant applicable legislation, specifications and standards in accordance with the scope of the project in all its phases and including execution of the contract.

The DS&I Contractor shall ensure that the Client (Eskom) is informed of any known or anticipated dangers and hazards relating to any component within the Distributed battery energy storage system integration equipment, PV Plant and associated projects during operating, maintenance and in the event of any emergency, to ensure safe operating procedures are followed.

The DS&I Contractor shall identify the most appropriate first response actions and minimum safety precautions that first responders must implement during incidents, inclusive of firefighting.

The DS&I Contractor shall ensure that training is provided on any emergency actions for various applicable scenarios in case of an incident involving the distributed battery energy storage system. At a minimum this training shall be made available to affected staff of the Client and where possible the Local Authority Emergency services.

The CVs of all the DS&I Contractor's appointees must be subjected to acceptance by the Client's OHS Manager / Officer and Project Manager, before appointing such a person for the project. Any changes in appointments shall be communicated at least 3 days in advance to the Client's Project and OHS Manager and, the proposed appointees shall be reviewed and accepted by the Client before the appointments are finalised.

The DS&I Contractor shall ensure that there is always a Construction Safety Officer and Contractor' Construction Supervisors on site if there are employees working on site, regardless of the number of employees working on site.

The DS&I Contractor must ensure that there is sufficient CHSO and Supervisor coverage on each shift work, weekend work, overtime work, emergency work, or whenever work needs to be done on site. The Client's OHS Department and Project Manager shall decide whether the number of safety officers and supervisors are sufficient or not for the above-mentioned working plan.

The Client expects the DS&I Contractor and its Contractors to engage in safety culture initiatives in line with the Eskom SHEQ Policy and values, Zero Harm and Client's SHE Culture.

The DS&I, Principal Contractor and its Contractors shall submit a suitable and sufficient H&S File that is in accordance with the Client's requirements. The DS&I Contractor shall review and accept the PC and its Contractor's file, an in-turn hand it over to the Client for squad-check. These files shall be accepted by Client before any work commences on site.

The DS&I Contractor shall complete a suitable and sufficient project baseline risk assessment (BRA), that is in accordance with the H&S Specification Requirements and submit to the Client before commencement of the works. The DS&I Contractor shall not commence any work without an accepted BRA by the Client. All the employees must be conversant with the contents of the BRA. Proof of communication shall be kept in the SHE File.

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Eskom, or any person appointed by the Client, may, at any stage during the execution of this contract refuse any Employee, PC and Contractor's supplier or Contractor access to the premises if such person has been found to commit an unsafe act or any unsafe working practice or is found not to be qualified or authorised in terms of the SHE Requirements.

No Contractor shall start work on site without producing a valid Letter of Good standing to the Client. This Letter of Good standing shall form part of the SHE File.

The DS&I Contractor, with the Employer in attendance, shall hold compulsory H&S stand downs with all its Contractors at least twice every 12 months.

The DS&I Contractor shall ensure that a Person Job Specification (PJS) and/or Annexure 3 is submitted to and used by the Occupational Health Practitioner to determine what the employee is exposed to for the proper medical tests to be done. The DS&I Contractor shall produce Medical Certificates of Fitness to the Client before undergoing the induction sessions. The Medical Certificate of Fitness (CoF) must be from an Occupational Hygiene Practitioner and not a GP.

All Contractors must have a toolbox talk (tbt) prior to the commencement of the day's work, and again directly after lunch time with all relevant personnel (safety officers, supervisors, construction managers, etc.) associated with the work task to be performed. The toolbox talk shall cover the risk and hazards of the activities to be done, safety measures, relevant procedures and any other SHE issues pertaining to the construction site. The DS&I Contractor CHSO and Supervisors be present and must be the ones to communicate the toolbox talks.

The DS&I and PC shall ensure that all statutory appointments and appointments required by the H&S Management system are in place, and that all appointees fully understand their responsibilities and are trained and competent to execute their duties. The DS&I and Principal Contractor must supervise the execution of the appointees.

All employees attending the tbt shall sign the session's attendance register. Each tbt session shall have its own attendance register with the relevant topics discussed at the session clearly indicated. These attendance registers shall be kept in the DS&I H&S File.

The DS&I Contractor shall submit at the beginning of the year, a plan for the bi-annual stand downs that need to take place. The topics shall be submitted to the Client well in advance for acceptance. The PC shall use the Client's format for the stand down presentation and shall cover all items listed in the presentation.

## **46. Method statements and risk assessments**

The DS&I Contractor must ensure that there are task specific method statements and risk assessments (RAMS) for all activities in the project. The DS&I Contractor must ensure that these are two separate documents (do not combine a methodology to a risk assessment), and the Client must provide guiding templates on how RAMS templates must be drafted.

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The Client shall be given at least three (3) working days to review the RAMS unless otherwise stipulated by the Client based on the magnitude of the review that needs to be done. If the DS&I Contractor submits a pack of method statements and risk assessment (at least 3 packs), the Client shall be given three (3) working days for **each** method statement and risk assessment (RAMS) for review. The DS&I Contractor shall review and accept its Contractor's method statement and risk assessment and any other document that needs to be submitted, before submitting it to the Client for acceptance. Proof of review (i.e. report) and acceptance must be submitted with the documents being submitted to the Client by the DS&I Contractor. If more than three (3) packs of RAMS are submitted to the Client, the Client shall be given at least three (3) working day for each of the RAMS submitted for review. Unless otherwise agreed upon by the DS&I Contractor and the Client (Safety Department and Project Management).

**Note:** Acceptance by the Client: "Acceptance does not relieve the DS&I Contractor of its responsibility for the content is accurate, current and a true reflection of the intended scope of work.

No work must commence unless RAMS have been reviewed and accepted by the DS&I Contractor and the Client is also satisfied with the content of the RAMS. These RAMS must be site and task specific, clear and signed off by the Contractor executing the work. No draft RAMS must be submitted to the Client for review. The DS&I Contractor must complete and evaluation report for either accepting or rejecting the RAMS submission. the DS&I Contractor must submit an acceptance evaluation report to the Client when submitting the RAMS for review. This is to ensure that the DS&I Contractor has undergone and reviewed the RAMS' contents. For any lifting activities, the RAMS must be accompanied by an accepted rigging study/plan. If there is a change in the methodology of work, a change management plan must be affected. The DS&I Contractor must ensure that there is a documented change management plan for the project. This plan must be submitted with the safety file to the Client for review and acceptance prior to it being implemented.

If there are any changes to the working method, the work must stop. The supervisors and engineers (where applicable) and safety officers from the DS&I Contractor must ensure the new method (including the risk assessment) of work is documented, submitted to the Client for review and acceptance then ensure that it is communicated to the entire team. The review of the RAMS, including the review of the change management process must be done by the entire cross functional team (i.e., supervisor, safety, engineering, environmental officer, H&S Rep, etc.). the evaluation report for the RAMS must be signed off by the DS&I Contractor and PC Project Managers, CHSOs, Supervisors and the PC Construction Manager prior to commencement of work.

The signed off MS, RA, rigging studies, together with the acceptance evaluation report from the DS&I Contractor and the Client must be in the area where work is taking place.

The DS&I supervisors shall ensure that all employees are trained on all applicable safe work procedures, RAMS and rigging studies before work commences. Records of communication shall be kept together with the RAMS.

The DS&I Contractor and the Contractors shall structure their entire H&S File as per the Client's Specific File index. The Contractor provides a health and safety file for their own works, as well as for all its Contractors.

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The DS&I Contractor shall notify the Client, a week in advance, of any Contractor it plans to bring to site, or the PC plans to bring to site before the agreements are signed, it will provide information of the name of the Contractor, how many employees are coming with the Contractor, nature of work/activities and the duration of the work to be done on site, etc.

No Contractor shall start work without sending the notification and receiving approval from the DOL.

The DS&I Contractor must inform the Client in writing at least two (2) working days in advance of any employees (including each time new employees) being mobilised to site, with the approximate number of people, valid CoF including competencies and appointment letters of the employees that need to undergo the induction. Including the updated company organogram the employees are working for.

The DS&I Contractor must ensure that all employees on site undergo the DS&I induction which incorporates the Client's requirements and covers information from the accepted H&S plan, general hazards prevalent on the construction site, construction risk, rules and including mitigations, regulations, and other related aspects.

Attendance registers for Induction and Eskom Life Saving Rules (LSR) Acknowledgement forms must be signed by all persons who have done Induction. The DS&I Contractor shall furnish the Client with copies of Induction and LSR Acknowledgement forms upon request.

Drivers for deliveries shall be subjected to the DS&I visitor's induction session only, provided the driver does not disembark from the truck or delivery vehicle. If the driver disembarks or intends to disembark from the delivery vehicle and assist with offloading of any material, full project specific induction shall be done for such a driver, and they shall need to produce a medical CoF as he/she will be working.

The DS&I Contractor must have specific induction times; induction must not be done haphazardly. The DS&I Contractor shall ensure that all visitors to a construction site undergo health and safety induction in accordance with Construction Regulations.

All visitors must remain in the care and custody of a person (host) who has been properly inducted. No visitors are permitted to undertake any construction work, of any nature.

Deliveries: The DS&I Contractor must ensure that any company delivering material adheres to the following, the 2 day's notification of delivery to the Client must be accompanied by the truck driver's details, i.e., ID copy, valid driver's license, PDP where applicable, working permit where applicable, truck details, i.e., registration details, inspection records, etc. The truck must be inspected by the DS&I Contractor and PC supervisors or/and CSHO. The truck must comply to the Eskom's minimum requirements for construction vehicles. It must also have a drip tray and fire extinguisher.

The Client shall be given at least ten (10) working days to review the H&S File. If the PC brings more than one Contractor to the project, the Client shall be given at least ten (10) working days for each Contractor's file. Task specific method statements and risk assessments (MS&RA) shall form part of the SHE Files unless agreed otherwise with the Client and DS&I Contractor.

The DS&I Contractor shall review and accept the PC's RAMS and submit them to the Client for acceptance three (3) working days prior to activity taking place before the Contractor commences with any work.

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## **47. PPE Requirements**

In terms of Section 8 of the OHS Act, the duty of the Employer 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.

The DS&I Contractor employees at the construction site, including visitors, shall use the relevant internationally recognised authority approved risk-based PPE at all times, as a minimum the following must be worn:

- Head protection hard hat (with chin straps).
- Steel toe capped safety boots.
- Eye protection. Wearing of impact safety spectacles with side shields. Prescription glasses must comply with the same standard or cover impact safety spectacles must be worn over them.
- Long sleeved overall and long overall pants protective clothing.
- High visibility vests.

Refer to Eskom Personal Protective Equipment Specification (240-44175132, latest revision). This specification applies to all activities where PPE is required. It sets out Eskom's minimum PPE requirement to be met by Contractors with the exclusion of the requirements stipulated regarding the Eskom Corporate Identity.

Additional PPE shall be determined by the daily task risk assessment. Any additional PPE shall be risk based. E.g., the need of sub brim and sunscreen for hot area, etc.

The Contractor shall ensure that employees are trained on the proper use of PPE and understand why the personal protective equipment is necessary and that they use them correctly.

Strict non-compliance measures must be administered to any employee not complying with the use of PPE and such employee shall be removed from site. The DS&I Contractor must develop (and submit for acceptance to the Client) and follow its internal process for such deviations. A person must be appointed in writing and ensure that PPE for everyone on site is inspected daily. This process must be documented weekly as a minimum, by the CHSO and the Construction Manager.

## **48. Construction vehicles and mobile plants**

All construction vehicles and equipment shall meet the legislative requirements pertaining to the OHS Act Construction Regulations 23, the National Road Traffic Act, National Environmental Act and Eskom Vehicle Safety Specification Procedure 240-62946386.

### **The following requirements are applicable to the use and operation of construction vehicles.**

DS&I Contractor:

- Shall ensure that all construction vehicles and mobile plant are operated by a person who has received appropriate training, is certified competent and in possession of proof of competency and is authorised in writing to operate such construction vehicles and mobile plant.

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- Shall ensure that all construction vehicles and mobile plant coming to site have been inspected by the Client prior to accessing site. The DS&I Contractor shall inform the Client at least two (2) days in advance of any driven machinery coming to site and arrange for inspection. The Contractor shall ensure that the inspection sheet is readily available when the driven machinery gets to site.
- No driven machinery shall be left parked overnight with no drip tray underneath or left parked on the grass.
- Where load test certificates are required for the machinery, these shall be produced to the Client during initial inspection.
- Designated drivers shall be in possession of an appropriate valid driver's licence, valid for the class of vehicle and authorised in writing to operate the construction vehicles and mobile plants. The driver's license shall be kept by the person so authorised and shall produce such card on request.
- All construction vehicle operators, flagmen, banksmen, signalmen, or points men are to wear high visibility reflector vests on sites. All flagmen, banksmen, signalmen, or points men are to be positioned with warning flashing lights and warning signs and also flags in such a way that they are always visible to the operators (during the day and night).
- All flagmen must always have reflector vests and flags with while on site. No construction vehicle, i.e. crane, truck, cherry picker, etc. shall travel from one point to the next without a flagman (this must be practised whether there is load or not that is being transported).
- All employees moving between construction vehicles must wear high visibility vests. (Refer to Eskom Procedure 240-44175132).
- Drivers or operators and construction vehicles shall have a permit system for operating in that area.
- Heavy construction vehicle parking sites, driveways, or any site shall be designed in such a way that no reversing is required. Where reversing is unavoidable, it shall only be done with the presence of a flagman or a banksman.
- A vehicle and pedestrian management plan must be developed by the Contractor to be in line with the Clients plan.
- Ensure that all traffic signs are displayed.
- Reverse beepers shall be fitted on all construction vehicles.
- A flagman with a flag must be present whenever construction vehicles are in operation. They must be present even when the construction vehicle is being moved from one area to the next, with or without load.
- All drivers of construction vehicles and mobile plant shall have medical certificates of fitness to operate construction vehicles and mobile plant, issued by an occupational health practitioner in the form of Annexure 3 of the Construction Regulations.
- The speed limit within the bounds of the construction site is as displayed on the road.
- No drivers or operator may use cell phones or two-way radios whilst driving.

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It is the responsibility of the driver to ensure that:

- He/she and their passengers wear seat belts whilst the vehicle is in motion.
- No construction vehicle/machinery driver shall use a cell phone with them in the machinery unless permission has been requested from the Client representative (SHE Officer and/or Supervisor).
- Comply with all traffic road rules, safety, direction and speed signs.
- Ensure that vehicle loads are properly secured and loaded onto vehicles and
- Ensure that vehicles are not overloaded.
- The DS&I Contractor shall ensure that his employees and those of his Contractors do not:
  - Ride on back of bakkies, cranes or other mobile plant equipment.
  - Leave vehicles unattended with the engine running.
  - Leave vehicles unlocked when no one is using it. All vehicles shall be locked chock blocks fitted, and keys removed and
  - Park vehicles in unauthorised zones/areas.
- The Client reserves the right to search any vehicle on the premises or when entering or leaving the premises.
- The DS&I Contractor shall ensure that all the controls and the features of the machinery are in good working order, i.e. headlights, beacon lights, indicators, tires in good condition, etc. non-complying vehicles shall be removed from site by the Client.
- The Contractor shall be solely responsible for the safety and security of any of his vehicles (including private vehicles) on the premises.
- The Contractor shall attach identification markers on all of their vehicles that are permitted to enter the site.
- A current maintenance logbook is required for all plant machinery and equipment, and shall be available for inspection at any time. The logbook shall be located in the cabin of the machinery, e.g. crane, etc. Principal Contractor is to ensure that visibility (e.g. switching on of lights, reflectors, barricades equipped with lights, etc.) is enhanced on all Construction Vehicles and mobile plants in order to identify the location where the vehicles were stationed.
- The Contractor shall maintain his vehicles in roadworthy condition and a valid license. These vehicles shall be subject to inspection by the Client representative. Vehicles that are not roadworthy will not be allowed onto the site.
- In the event where the Principal Contractor and his Contractor do not own the equipment, the Principal Contractor is responsible for ensuring all of his Contractors or hiring companies comply with all conditions.
- Precautions shall be taken to lash all loads properly. Loads projecting from vehicles shall be securely loaded and in daytime a red flag and during darkness a red light or red reflective material shall be attached to the extreme end of such projecting material.

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- Ensure that all construction vehicles and plant are maintained according to the manufacturers' specifications.
- When reversing, each mobile machinery must have a siren/hooter, which beep to alert employees that it's moving. These includes trucks, cranes, forklifts loaders, etc.
- Construction vehicle signs shall be displayed on all vehicles entering a construction site.
- The use of amber, rotating or flashing lights shall only be done in accordance with the requirements of the National Road Traffic Act, (Act no 93 of 1996).

(Reference: Regulation 176 substituted by regulation 48 of Government Notice R846 in Government Gazette 38142 dated 31 October 2014 – See Annexure G (Requirements for identification lamps).

- No construction vehicle is allowed to use the amber light whilst driving on a public road.
- Abnormal loads shall be accounted for by the Contractor. Measures for safe transportation shall be put in place by the Contractor for transportation of abnormal load on site and on public road. This shall be reviewed by the Client before any load is transported on public road and on site.
- The construction vehicles fitted with amber rotating lights must have a manual operated switch. The amber rotating lights must be switched off when the construction vehicle enters a public road.

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#### 49. Annexure A: The Client's Occupational Health & Safety Requirements

The following minimum Occupational Health & Safety related requirements that bidders have to address and respond to when submitting their bidding returnable are as follows:

Ref.	Eskom Health and Safety Requirements Checklist	Proof required	Yes	No	N/A
1	<b>Organisational Structure &amp; Competencies of Key Appointees</b>				
1.1	Provide an OHS resource plan for the proposed scope of work. For each position, stipulate the position titles; roles; responsibilities, accountability, qualifications and competencies that will be required for each position.	✓			
1.2	Please provide CV's of individuals that will fulfil the following roles, plus proof of registration with relevant approved professional body where applicable:	✓			
	• Construction Health and Safety Agent in terms of Construction Regulations 2014, CR 5 (5) (6) and (7) and as per the SACPCMP requirements.	✓			
	• Registered Designer(s).	✓			
	• Construction Health and Safety Manager and Officers in terms of Construction Regulations 2014, CR 8 (5) and (6) and as per the SACPCMP requirements.	✓			
	• Construction Manager in terms of Construction Regulations 2014, CR 8 (1) and as per the SACPCMP requirements.	✓			
	• Construction Supervisor & Assistant Construction Supervisor in terms of Construction Regulations 2014, CR 8 (7) and (8).	✓			
2	<b>Occupational Health &amp; Safety Plan and OHS Management System</b>				

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Ref.	Eskom Health and Safety Requirements Checklist	Proof required	Yes	No	N/A
	<ul style="list-style-type: none"> <li>Provide in terms of CR 7 (1) (a) Construction Regulations 2014, an OHS plan for the proposed scope of work in response to this OHS Specification/Requirements.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Does your Company have a recognised OHS Management System? If <b>yes</b>, please provide a copy of the certification.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Provide a copy of a typical Health and Safety risk profile for a project of this nature as well as high level interventions that will be implemented to mitigate the risk.</li> </ul>	✓			
3	<b>Fire Safety and emergency requirements</b>				
	<ul style="list-style-type: none"> <li>Provide baseline emergency risk assessment.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Provide Fire Safety, Emergency Preparedness and Response Plan.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Provide a detailed plan as to how to access the local authority fire and emergency services or indicate what provision will be made for fire and emergency response services and assistance on the project.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Provide a detailed plan as to how you will ensure provision of medical facilities, services and assistance at all times on the project. How will you address medical emergencies?</li> </ul>	✓			
4	<b>Legal Requirements</b>				
	<ul style="list-style-type: none"> <li>Provide in terms of CR 5 (b) Construction Regulations 2014, an OHS specification for the proposed scope of work that will be issued to the Contractor's.</li> </ul>	✓			

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Ref.	Eskom Health and Safety Requirements Checklist	Proof required	Yes	No	N/A
	<ul style="list-style-type: none"> <li>Explain how you would manage the evaluation and selection process of joint venture or sub-contractors to ensure that they have the necessary competencies and resources to perform the work safely.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Provide a signed copy of Annexure C: Acknowledgement Form for Eskom OHS Rules &amp; Other Legislative Requirements:</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>DS&amp;I Contractor to provide a detailed plan how to fulfil the responsibility and accountability in terms of the Construction Regulations 2014, and of the relevant OHS statutory requirements.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Explain how you would manage and monitor contractor companies in terms of Health and Safety compliance.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Explain how you would manage multiple contractor company interfaces on the project.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Provide a detailed costing for OHS on the overall scope of works/services to be performed in the Costing Schedules.</li> </ul>	✓			
	<ul style="list-style-type: none"> <li>Is your company registered with COID or with a licensed compensation insurer based on South African legislative requirements and are you still in good standing? If yes, please provide copy of current valid certificate issued by the Compensation Commissioner.</li> </ul>	✓			
<b>5</b>	<b>Occupational Health &amp; Safety Operational Controls</b>				
	<b>OHS Operational Controls</b> What are your company's safe work plans in managing high risk activities that will be applicable to the scope of work on this project?	✓			

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Ref.	Eskom Health and Safety Requirements Checklist	Proof required	Yes	No	N/A
	<ul style="list-style-type: none"><li>Provide documents of any known or anticipated dangers and hazards relating to the Distributed Battery Energy Storage Systems and Capacitor banks, Solar PV during construction, maintenance and operating, and safe operating procedures to be followed.</li></ul>				
	<ul style="list-style-type: none"><li>Please provide a process/ procedure on how you would deal with companies/individuals that have transgressed OHS requirements.</li></ul>	✓			
6	<b>OHS Historical Safety Performance relevant to the scope of work.</b>				
	Please provide details of OHS safety performance relevant to the scope of work.	✓			

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**COMPANY ACKNOWLEDGEMENT**

I acknowledge that the information provided in this Occupational Health and Safety Questionnaire, as part of the Eskom OHS evaluation process, is true and correct.

Company name: .....

Name and surname: ..... Position: .....

Signature: ..... Date: .....

**FOR OFFICE USE ONLY**

**Comments:**

**OHS EVALUATION RESULT (Ring the correct one): Recommended/Not Recommended**

**NAME OF ASSESSOR:** .....

**SIGNATURE:** .....

**DATE:** .....

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**Evaluation Criteria:**

Description	Rating
Meets Client's Requirements:	2
Partially meet Client's Requirements:	1
Does not meet Client's Requirements:	0

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## 50. Annexure B: Eskom SHEQ Policy:

### Eskom's Safety, Health, Environment and Quality (SHEQ) Policy Poster (32-727) Rev 8



Eskom will integrate and/or incorporate safety, health, environment, and quality requirements through the plan-do-check-act (PDCA) quality cycle in its activities so that decisions made ensure the consideration of economic development, environmental duty of care, and social equity to improve performance and achieve stakeholder requirements continually.

**Eskom's commitment to safety, health, environment and quality management is achieved through:**

- a) implementation of management systems in accordance with, but not limited to ISO 9001, ISO 14001, and ISO 45001/OHSAS 18001 requirements;
- b) fulfilling conformance and compliance obligations/legal and other requirements to which Eskom subscribes and sets to meet the intent of this policy;
- c) taking overall responsibility and accountability for the prevention of work-related injury and ill health, as well as the provision of safe and healthy workplaces and activities;
- d) addressing the needs and expectations of Eskom's workers, customers, interested parties, and stakeholders;
- e) setting safety, health, environment and quality objectives to achieve intended outcomes and measuring performance against these to ensure continual improvement;
- f) applying risk-based assessment methodologies (that is, conducting hazard identification and risk assessment, fitness for duty assessments, emergency preparedness responses, response to emerging outbreaks, pandemic or epidemic disasters, and medical surveillances) for the opportunity for improvement within the SHEQ management systems;
- g) conducting safety, health, environment and quality training and creating employee awareness;
- h) engaging interested parties and stakeholders by promoting open communication and engagement that is safety, health, environment and quality purpose-driven;
- i) ensuring that processes are in place and measured for Eskom's contractors to meet Eskom's safety, health, environment and quality requirements;
- j) ensuring that adequate resources are available for safety, health, environment and quality management;
- k) supporting the establishment and functioning of environment, quality, health and safety committees;
- l) proactively managing Eskom's environmental footprint, minimising pollution and environmental degradation, pursuing a low-carbon future, and prioritising energy, water efficiency, and conservation within and outside Eskom including transitioning to a cleaner energy mix;
- m) engaging, directing, and supporting persons to contribute to the effective management of SHEQ requirements;
- n) ensuring the sustainable use of resources and exploring new opportunities for climate change mitigation and adaptation, and protection of biodiversity, ecosystems, and the prevention of pollution and degradation;
- o) ensuring continual improvement in SHEQ systems to enhance Eskom's business performance; and
- p) consultation and participation of workers and worker representatives on OH&S management systems.

#### Policy principles or rules

Eskom's principles and rules that underpin the way it approaches safety, health, environment and quality are as follows:

- a) Poor quality performance and occupational health, safety and environmental incidents are preventable.
- b) SHEQ performance is achieved through a Zero Harm culture. Zero Harm is the prevention of harm to people and the environment brought about through visible and felt leadership, including the implementation of effective controls and practices.
- c) Management is accountable for setting a safety, health, environment and quality policy, and every employee is expected to ensure implementation and compliance within the scope of their duties.
- d) Conducting business with respect and care for people, the environment and assets.
- e) Eskom strives to ensure that Zero Harm befalls its employees, contractors, the public, and the environment:
  - Zero fatalities
  - Zero injuries, ill health
  - Zero environmental incidents
  - Zero tolerance
  - Zero defects
- f) Eskom's Life-Saving Rules support the intent of the policy and apply to all employees, contractors, and visitors:
  - Open, isolate, test, earth, bond, and/or insulate before touch
  - Hook up at heights
  - Buckle up
  - Be sober
  - Permit to work
- g) No operating condition, or urgency of service, justifies exposing anyone to risks arising out of Eskom's business, causing an incident with health, safety, environmental and quality consequences.
- h) Governance, decision-making processes, and plans are based on intended outcomes with regard to safety, health, environment and quality and criteria in line with Eskom values and promote efficiency.

Dan Marolane

GROUP CHIEF EXECUTIVE

Issued by Risk & Sustainability Division March 2024 SHEQ Policy Poster Rev 8 (Review Date August 2025)

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## 51. Annexure C: Acknowledgement Form for Eskom OHS Rules & Other Legislative Requirements:

1. It is the duty of the DS&I Contractor and all contractors to ensure that they are familiar with the relevant OHS legislations required in accordance with the scope of the project.

The DS&I Contractor shall compile an OHS legal register listing all applicable statutory requirements (local by-laws, provincial, national and/or international) based on the scope of work that they are contracted for. The register shall be updated at intervals defined by the DS&I Contractor.

Please note that there will be Eskom Site Specific requirements that will be made available to the DS&I Contractor for consideration due to the fact that this scope of work will be conducted on an existing Eskom site.

I, the undersigned, hereby confirm that I, on behalf of .....  
(Name of DS&I Contractor Company) will comply with the relevant applicable legislation, specifications and standards in accordance with the scope of the project and fully understand the consequences of non-compliance.

Signed at ..... on ..... Day of ..... 20.....

-----  
Name of Authorised person (CEO/Director/ Managing Director)

-----  
Signature

-----  
Date

Witness 1 .....

Witness 2 .....

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**52. Annexure D: Emergency Services contact details around Witbank:**

Emergency Services	Contact number.	Distance from Site	Comments
Police Witbank	013 655 5000		
Life Cosmos Hospital	013 655 8000		
Witbank Provincial Hospital	013 653 2000		
Emalahleni Private Hospital	013 655 3000		
Witbank Fire Station	0136906222/ 6333/6444		
Traffic department	013 249 7000		
Langamed Ambulance Services	013 656 5734/072 344 2344		
SAPS Toll Free	10111	N/A	
Department Of Labour	027-213-2141	54.6 Kilometres	
Ambulance Toll Free	10177 (Landline) or 112 (Cell phone)	N/A	
ER 24	084124	N/A	
Netcare 911	082 911	N/A	
Discovery 911	0860 99911	N/A	

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