Eskom National Transmission Company South Africa ™	**HEALTH AND SAFETY (H&S) SPECIFICATION FORM** **(CONSTRUCTION)**	**NTCSA** Transmission Project Delivery

Title: **Ripon Traction Substation Defective Concrete Foundations**

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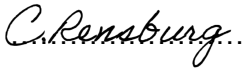
		……	
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NOTE TO PRINCIPAL CONTRACTORS AND THEIR SUB-CONTRACTORS

This specification is National Transmission Company South Africa (NTCSA), Project Delivery (PD) minimum Health and Safety (H&S) requirements, should not be construed as all-encompassing or static in terms of this or other amendments made during the project. The principal contractor must develop a H&S plan responding to these requirements, as well as other applicable legal and other requirements.

The principal contractor shall read this document inter-alia with the mentioned below legislative documents and comply with relevant legislative requirements as well as recognised code of practice such as:

- Occupational Health and Safety Act 85 of 1993, and all applicable Regulations
- All applicable legal and other requirements applicable recognised international and national code of practices (South African National Standards – SANS)
- Eskom/NTCSA applicable procedures, standards, work instructions.

The Principal Contractor shall not commence work on site until the H&S plan has been approved by the client and or designated employer in terms of the New Engineering Contract (NEC).

PD (Client) in no way assumes the contractor's legal responsibilities. The contractor is and remains accountable for the adequate execution of his H&S requirements, and that of appointed sub-contractors and suppliers.

The principal contractor must consider all information in this specification and ensure that all applicable legal appointments are submitted as part of tender documents including their competence.

This H&S specification forms an integral part of the contract, and principal contractors shall make it an integral part of their contracts with sub-contractors and suppliers.

NTCSA has endeavoured to address the most critical aspects relating to H&S issues to assist the principal contractor adequately provide for the H&S of their employees on site.
Where client has not addressed any H&S aspect pertaining to the construction work tendered for, the principal contractor shall include it in their H&S plan and inform client of such issues when submitting the tender.

Where the client has submitted the hardcopies and softcopies to the principal contractor, the hardcopies shall be the documents to take preference over the soft copies.

The contractor shall develop the Health & Safety plan as per the client H&S specification.

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1. Introduction

The aim of the Health & Safety (H&S) specification is to provide principal contractor/s and suppliers with:

- The overarching framework within which the principal contractor is required to demonstrate compliance to legal and Eskom's/ NTCSA H&S requirements.
- Establish the way the principal contractor is to manage H&S risks in the execution of the contract.

NTCSA strives to exceed the minimum standards prevailing in the construction industry and requires full commitment from all parties to be pro-active to achieve best H&S business practice.

This H&S Specification is intended for principal contractor and their contractors to develop a H&S plan that meets the specified requirements.

2. Supporting Clauses

2.1 Scope

This H&S specification sets out the minimum legal and NTCSA requirements for construction work that is specific to the scope of work, site, and type of project.

2.2 Purpose

To indicate to principal contractor the H&S requirements on the project, upon which their planning for the management of H&S will be based on and thus produce their H&S plan.

2.3 Applicability

This specification is only applicable to the project as mentioned on the first page, title all principal contractors, contractors, service providers, suppliers and all the activities and processes carried out for and on behalf of PD.

This specification shall be implemented from the date of approval.

3. Normative/Informative References

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

3.1 Normative

- 32-727: Safety, Health, Environment and Quality Policy
- 240-62196227: Life-saving Rules Standard
- 240-62946386 Vehicle & Driver Safety Management Procedure
- 240-114967625: Operating Regulations for High Voltage Systems

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- 32-37 Substance Abuse
- 32-124: Eskom Fire Risk Management
- 32-95: Occupational Health and Safety Incident Management Procedure
- 240-43848327: Employees' right of refusal to work in an unsafe situation.
- 32-418: Working from Heights Procedure
- 32-520: Occupational Health & Safety Risk Assessment Procedure
- 32-123: Emergency Planning
- 32-407: Behaviour Safety Observation Procedure
- Occupational Health and Safety Act, No 85 of 1993 and Regulations
- Construction Regulations of 2014
- 32-726: Contract and Contractor OHS Management
- 32-524: Manual, Developing a Specification
- 32-1126: Eskom Smoking Policy
- 32-1134: Physical Access Control at Eskom Premises
- Disaster Management Act, 2002: (Act No.57 of 2002)
- All relevant South African legislation-national; provincial, municipal by-laws.
- All relevant international/national recognised code of practice (such as South African National Standards – SANS)
- 240-70413865 Power Delivery Operating Assessment, Authorisation and Training Standard,

3.2 Informative

[1] ISO 45001:2018, Occupational Health and Safety Management Systems-Requirements

[2] ISO 9001:2015 Quality Management Systems- Requirements

4. Definitions

Authorised person: a competent person who has been given permission in writing to perform specific duties and responsibilities in terms of the Operating Regulations for High Voltage Systems.

Baseline risk assessment: (32-520) baseline operational risks refer to the H&S risks associated with all standard processes, as well as routine and non-routine activities in the business.

Critical Lifts: (1) any lift weighing in excess of 20 tons, (2) any lift involving a crane suspended work platform (man cage), (3) any lift over critical operating and/or process equipment and (4) any lift that exceeds 85 % of the crane's load chart (5) any lift that utilises more than one lifting device (Tandem Lift).(6) Load transfers.(7) night lifting.

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Eskom Requirements: Eskom requirements, which evolve from directives, policies, standards, procedures, specifications, work instructions, guidelines, or manuals.

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

Medical surveillance: 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.

On Site/Site: any workplace where the contractor or his employees perform construction related work as agreed contractually with the client.

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

Pre-Task Risk Assessment: a meeting held prior to the commencement of the day's work with relevant personnel (client representative included) associated with the task at hand.

Risk Assessment: a programme to determine any risk associated with any hazard at a construction site in order to identify the steps needed to be taken to remove, reduce, or control such hazard.

H&S File: a file or other record in permanent form, containing the information on the H&S management system during construction including all information relating to construction phase after the handover to Client.

Safe Work Procedures: 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
AIA	Approved Inspection Authority
COIDA	Compensation for Occupational Injuries and Diseases Act
CR	Construction Regulations
CHSA	Construction Health & Safety Agent
CWP	Construction Work Permit
DMR	Driven Machinery Regulations
DSTI	Daily Safety Task Instruction
EA	Environmental Authorization
ECO	Environmental Control Officer
FAS	Fall Arrest Systems
GSR	General Safety Regulations
RHCA	Regulations for Hazardous Chemical Agents, 2020

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Abbreviation	Explanation
H&S	Health and Safety
HIRA	Hazard identification and risk assessment
HV	High Voltage
LDV	Light Delivery Vehicles
LMI	Lifting Machine Inspector
LME	Lifting Machine Entity
LTIR	Lost Time Incident Rate
NEC	New Engineering Contract
NEMA	National Environmental Management Act
NTCSA	National Transmission Company South Africa
NQF	National Qualifications Framework
OHNP	Occupational Health Nursing Practitioner
OHS Act	Occupational Health and Safety Act No. 85 of 1993
OHS	Occupational Health and Safety
ORHVS	Operating Regulations for High Voltage Systems
PPE	Personal Protective Equipment
PTO	Planned Task Observations
RSA	Republic of South Africa
SANAS	South African National Accreditation System
SANS	South African National Standards
SACPCMP	South African Council for the Project & Construction Management Professions
SAQA	South African Qualifications Authority.
SDS	Safety Data sheets
SHEQ	Safety, Health, Environment Quality
SETA	Skills Education Training Authorities
SWP	Safe Work Procedure
PD	Project Delivery
VFL	Visible Felt Leadership

6. Key Eskom PD Project Team

- ***Eskom Project Manager: Craig Rensburg***

Manages the contract signed with the principal contractor and ensures that H&S specifications are developed and issued with tender enquiries, and that the principal contractor's H&S plan is approved prior to commencement of work. He must ensure that applicable legal and other requirements are complied with by the principal contractor and (if applicable) their contractors. The *project manager,* thus takes the overall accountability of this project as

- **Designer: *Phumlani Sityebi***

Is responsible for the overall management of the project design as well as ensuring the management of the compliance of the completed works to the design during and after construction on site.

- **Eskom Construction Agent: *N/A***

Where a construction permit is required, the Agent shall act as the representative of the client on issues of H&S. The duties of the client shall, as far as is reasonably practical, apply to the Agent.

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The Agent shall approve the principal contractor H&S plan. He/she will be responsible for auditing and ensuring compliance to legal requirements as per the condition of the CWP.

- **Eskom Health and Safety Senior Advisor/ Officer: Rapelang Leduma and Pamela Maluleke**

Provides assurance, advice, and support to the project in the management of the H&S issues on the project. They will also assist in the development of project's H&S Specifications which will be issued with enquiry documents, and that the principal contractor's H&S plan is submitted; evaluated and approved. They will be responsible for auditing and ensuring compliance to legal requirements. The H&S Senior Advisor shall approve the principal contractor H&S plan in all projects that does not have a CWP.

7. Roles and Responsibilities

7.1 Visible Commitment

Visible commitment is essential in providing a safe work environment. managers, supervisors, and employees at all levels must demonstrate their commitment by being proactively involved in the day-to-day operations, in particular H&S aspects of the project / contract.
A minimum of one (1) Visible Felt Leadership engagement (VFL) per month shall be conducted by the contractor's senior manager and the project manager shall be submitted to Eskom *Project Manager*.

7.2 Designers

The designer of a structure must comply with Construction Regulations 6 and ensure that cognizance is taken of ergonomic design principles and foreseeable constructability health and safety risks during construction and life cycle of the structure.

7.3 Principal Contractor's Accountabilities

a. The principal contractor shall comply with provisions of Construction Regulations 7.

b. Where a principal contractor procures the services of a contractor, the principal contractor shall first inform the client. Such contractor shall also comply with relevant sections of this H&S specification.

c. The principal contractor must demonstrate how activities of various contractors will be coordinated to mitigate the risks.

d. The principal contractor shall ensure that his/her H&S plan is approved by the client before gaining access to site. The same principle will apply to its contractor, where he/she shall approve his/her contractors H&S plan.

e. A comprehensive & updated list of all contractors on site, also indicating the type of work being done.

f. The principal contractor shall coordinate, consolidate, and submit H&S performance and that of contractors on the last day of each month to the client.

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g. The principal contractor must ensure that their senior management and that of their contractors conduct VFL, at least once a month.

h. The principal contractor must incorporate the client's induction into their induction and induct their contractors before site access. The principal contractor shall keep all induction material including registers.

8. Management and Supervision of Construction Work

a. The principal contractor shall comply with provisions of Construction Regulations 8.
b. The principal contractor shall appoint one (1) full-time competent construction manager responsible for a single site. In a case where a construction manager is not available, an alternate construction manager shall be appointed in writing for a specified duration.

c. Having considered the size of the site one or more assistant construction manager shall be appointed in writing.

d. The principal contractor shall appoint ***full time*** officer(s) in writing in accordance with the provisions of Construction Regulations 8(5).

e. Construction supervisors and their assistance must be appointed in accordance with Construction Regulations 8(7) & (8) respectively.

f. The appointed construction manager(s) and safety officer(s) shall be registered with SACPCMP.

The appointment of a registered or non-registered construction manager shall be done in accordance with the provisions of the PD SACPCMP Registration Categories attached on the Appendix A, annexure B.

9. Process for Monitoring

This document is under revision control and 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 principal contractor and contractor's H&S plan to be amended accordingly.

Conformance to this document shall be via regular safety inspections and by Monthly Audits.

9.1 Related/Supporting Documents

Annexure A – Eskom SHEQ Policy Statement 32-727

Annexure B – 20230726 SACPCMP Registration Categories

Annexure C – Contractor Manpower Sourcing and Verification

Annexure D – Pre-Task Planning Template

Annexure E – Flash Report template

Annexure F – Portable Toilet Specification

Annexure G – Contractor OHS File Handover Record Template

Annexure H – PD Loading and Offloading

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Annexure I – Tender Evaluation Criteria

Annexure J – Site Readiness Evaluation Criteria

Annexure K - Health and Safety Requirements Acknowledgement

10. Project Details

10.1 Scope of Work

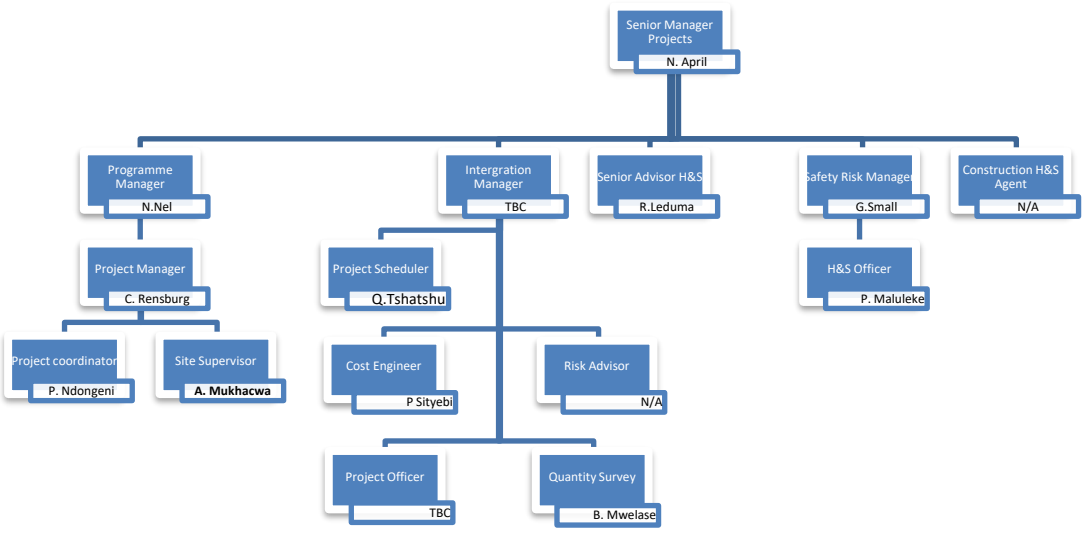
The scope of work will entail the development of concept designs for the refurbishment of defective foundations at Ripon Traction substation as per the Ripon Traction Substation Gantry Foundations Cracks report (dated 08/02/2018). The overall objective is that of a long-term view of enhancing the reliability and quality of supply at Ripon substation. During site inspections, the current drainage is inadequate, and the outer barrier fence is in a poor state and corroded.

Location: Ripon Substation-33.077531S 25.846946E

10.2 Program details:

1. Anticipated date for the commencement of work on site: 03 November 2025
2. Project completion date or project duration: 30 June 2027

10.3 The Client Project Organogram:



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10.4 Principal Contractor Organogram

The principal 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 organogram must list the names of appointees and their roles and responsibilities including the statutory requirements appointees. All organograms shall be updated timeously when appointments are changed and filed in the project H&S file.

For the duration of the contract, the principal 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 and Eskom/ NTCSA requirements and that all their appointees are made aware of their accountabilities and responsibilities and have been suitably trained in terms of their appointment.

11. Notification of Construction Work

The principal contractor shall notify in writing in a form similar to *annexure 2* the relevant Provincial Director (Labour Centre) of the Department of Employment and Labour of the intention to carry out construction work as defined in the Construction Regulations 4, at least 7 days before construction work is to be carried out. No construction work shall commence without a proof of submission of such notification to the client.

12. Principal Contractor Appointments and Agreements

12.1 OHS Act Section 37 (2) (Legal) Agreement

a. An OHS section 37(2) agreement shall be signed between the client and the principal contractor at the time of contract award.
b. The original copy of an OHS section 37(2) agreements shall be retained by the contractor and a copy retained by the client project manager.
c. A copy of OHS section 37(2) agreement must form part of the respective contractor's H&S file.

12.2 CR 5(1)(k) Appointment

a. At contract award the principal contractor shall be appointed in writing by the PD Project Manager for the construction site. Therefore, site access shall be granted once all the contractual requirements are met.
b. A copy of OHS section 37(2) agreement must form part of the respective contractor's H&S file.

12.3 Designated employer, Sec 16(2) and other competencies appointments

The principal contractor shall ensure that a designated employer is appointed in writing for the for the duration of the project.

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13. Appointments and Competencies

The principal contractor shall ensure that competent persons are appointed in writing for OHS statutory and non-statutory functions in line with their organisational structure.

The principal contractor shall ensure that the appointees understand their roles, responsibilities and accountabilities. Copies of relevant appointments shall be kept on an OHS site safety file.

14. Training and Awareness

The scope of training shall include, but not limited to, the type of work being performed and the relevant procedures. Where training is provided by the external service providers, the principal contractor shall ensure that the service providers are accredited by SAQA.

The principal contractor must demonstrate how he/she intends managing training/awareness within their organisation including method of informing visitors and other persons entering the site about hazards prevalent onsite.

Persons with foreign qualifications and registrations to convert these to equivalent local registrations in that level or category (this shall be in accordance with SAQA and SETA requirements). The letter from SAQA shall form part of the tender and site readiness submissions to PD.

15. OHS Policy

The principal contractor shall develop an OHS Policy authorised by their Chief Executives that states overall OHS objectives and commitment to improving OHS performance and must be conspicuously displayed and shared with all stakeholders.

16. Compliance and Non-Compliance

The principal contractor shall comply with relevant legal and other requirements as part of the contract. Expenses to the principal contractor, which result from such compliance, as well as any site-specific requirements, will be for the principal contractors' account.

Where the principal contractor appoints another contractor(s), the same roles, and responsibilities in relation to the contractor as the client has in relation to the principal contractor shall apply.

The client reserves the right to stop work and issue a non-conformance report and/ Prohibition notice(s) whenever H&S violations are observed from the principal contractors and their contractors, after engaging and making both aware of such. Expenses incurred because of such work stoppage and standing time shall be for the principal contractor's account. Any non-conformances/findings/observations found during the audits/inspections on the contractor shall be raised and discussed with the relevant principal contractor (with whom the contractor is contracted with).

16.1 Legal and Other Requirements

The principal contractors shall comply with the relevant applicable legislation, specifications, and standards in accordance with the scope of the project.

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The principal 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 register shall be updated as and when there are amendments.

17. Hazardous Work by Children (Child Labour)

The Bill of Rights in the Constitution of the Republic of South Africa is clear on the rights of children, especially when it comes to child labour. Child labour shall not be permitted in any of NTCSA, PD sites.

18. Hazard Identification and Risk Assessment

The principal contractor shall develop a Risk Assessment in line with Construction Regulation 9 in alignment to Eskom/NTCSA, 32-520 procedure.

Detailed Risk Assessment must be conducted to ensure that all the applicable scenarios are covered and documented per site activities including practical controls. High Risk Activities

When the principal contractor and/or his/her contractors are working in an area where a high health and safety hazard exists, the principal contractor shall:

a) Develop a SWP.
b) Ensure that permanent and adequate supervision is available for the duration of the work performed.
c) Work within visible earths (Standard Line Construction Method).
d) 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.
e) Provide, erect and maintain the required barricading, lighting, flags, flashing lights, or other safety control equipment to enable operations to proceed in a safe manner.
f) Maintain defined access ways, which are clear of obstructions, to allow for emergency vehicle entry.
g) Provide any temporary protective shielding required for protecting nearby operations from the construction activities, at their own cost.
h) When Crossing roads, railway tracks and other power lines during stringing operations, the principal contactor shall ensure that:

i). “Rugby poles” are properly erected at all road crossings and that the public is warned,

ii). Flagmen placed at strategic positions to warn traffic/ motorists.

iii). 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), 240-114967625" clause 5.03.6.3 (working in the close proximity to live line/conductors).

iv). Supervisors are trained in the Eskom ORHVS.

v). Detailed risk assessment shall be conducted prior the activities and a hierarchy of control measures shall be considered before resorting to PPE. Where PPE are required, risk-specific PPE shall be identified and issued to the specific team that will be working in the close-proximity to live line/conductors.

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i) Height restriction barriers/crossbars 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.

19. Operational Regulations for High Voltage Systems

a. To ensure the safety of workers, visitors and other persons who may be affected, the operating regulations for high voltage systems shall apply during construction of high voltage apparatus (construction of transmission/distribution lines) or working in live yard inside a substation.
b. The principal contractor shall ensure that workers in prohibited areas inside a sub-station are under supervision of an authorised person, under a work permit. When an authorised person resigns from a company and is employed by another company, his authorisation shall expire immediately.
c. The authorised person shall be present throughout the operations.
Reference: ORHVS, 240-114967625 and Power Delivery Operating Assessment, Authorisation and Training Standard, 240-70413865.

20. Costing for H&S

The principal contractor shall ensure that the submitted tender adequately makes provision for the cost of H&S.

Site Access

The principal contractor shall not permit any person to enter the construction site where their health and safety may be at risk. Notices at every entrance prohibiting the entry of unauthorised persons shall be posted:

a. No one should enter the construction site without being inducted. The principal contractor shall demonstrate how site access shall be manage on site.
b. Entering or leaving the site shall only take place at official access control points and may only be done via the official designated walkways.
c. Where construction line is being constructed the principal contractor shall ensure that:
    i). Members of the public are not allowed to be in the proximity where the activities are being executed.
    ii). Domestic animals are managed not to be in the proximity where the activities are being executed.

21. Signage

Symbolic safety signs shall comply with the requirements of SANS 1186.The display of the following signage is mandatory:

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a. The principal contractor sign shall be posted at their site offices and shall have the name and contact details of the: Construction Supervisor; Health and Safety Manager/ Officer; First Aider; Health and Safety Representative and Evacuation warden, Construction Health and Safety Agent and Construction Permit (where applicable). Emergency numbers, principal contractor name (including a logo), construction manager and contact number.

b. The Contractors shall provide signage in accordance with the scope and work area.

c. All safety and warning signs shall be always obeyed.

22. Principal Contractor's Site Facilities

Site facilities shall be established and maintained by the principal contractor. The facilities include but are not limited to the following (refer to OHS Act, Construction Regulations 30). See also Annexure F for portable toilet specifications. The design of the toilet should not expose employees to splashes of other people's human waste.

23. Public Safety

Principal contractors shall in their H&S plan, factor how they would safeguard members of the public against their activities during the project.

24. Project and Site Rules

24.1 Life Saving Rules

The Eskom Life Saving rules applies to NTCSA employees, agents, consultants, contractors, and visitors. Failure to adhere to these rules will be considered a serious transgression which will lead to serious disciplinary action, which may include dismissal. The client reserves the right to suspend the contractor's activities pending the outcome of the disciplinary processes.

These rules are implemented to prevent serious injury or death of any employee, labour broker or contractor working in any area within Eskom/ NTCSA.

The rules are:

RULE	DESCRIPTION OF RULE
Rule 1	**OPEN, ISOLATE, TEST, EARTH, BOND, AND/OR INSULATE BEFORE TOUCH** (That is plant, any plant operating above 1000 V)
Rule 2	**HOOK UP AT HEIGHTS** 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/ exposes himself/herself to a fall from or into.

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Rule 3	**BUCKLE UP** 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	**BE SOBER** No person is allowed to be under the influence of intoxicating liquor or drugs while on duty
Rule 5	**PERMIT TO WORK** Where an authorisation limitation exists, no person shall work without the required permit to work.
Rule 6	**ENSURE SAFE LIVE WORKING** To ensure safe live work: Each live worker shall ensure all live work basic principles are adhered to, as outlined (for the method being used) in the High Voltage Live Working Standard; Observe and maintain the minimum approach distance; Only perform live work and perform tasks they are authorised for and that are documented in the respective Task Manual.

24.2 Smoking

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

24.3 Cellular Phones

A contractor shall develop and implement a risk-based cell phone policy for a particular construction site. Cellular phones shall not be used in areas where their usage is prohibited.

24.4 Fire Extinguishers

A Principal Contractor shall have a layout plan (site offices, laydown area) where fire-fighting equipment is located.

24.5 Vehicles and Traffic Rules

a. The principal contractor shall ensure that the driver of the vehicle has a valid driver's licence.
b. Principal contractor shall ensure that drivers and passengers wear seatbelts while travelling in a motor vehicle.
c. No passengers shall be permitted to be transported at the back of trucks or light delivery vehicles (LDV).
d. Passengers shall only be permitted to be transported at the back of such vehicles if fitted with a specially designed crew cab with appropriate seating and seat belt per passenger, by the manufacturer and manufacturer appointed fitment centre. The test certificate shall be submitted for consideration to the client.
e. Where a vehicle licence condition stipulates the number of persons to be transported on the vehicle, such number shall not be exceeded.
f. The principal contractor shall ensure that the vehicles are inspected daily and maintained regularly as per the manufacture's specification.

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24.6 Substance and Drug Abuse Management

a. The principal contractor must develop a substance abuse management procedure to manage substance abuse on site. The procedure shall be in line with the client substance abuse management procedure were applicable. Eskom Substance Abuse Procedure 32-37.
b. All testing equipment shall be calibrated as per the manufacturer's recommendation and the calibration be available on the safety file.
c. The alcohol testers must be trained and appointed in writing.

25. Pre-Task Risk Assessment

The principal contractor shall conduct a daily pre-task risk assessment with employees involved with the task, such as DSTI. This assessment will be the basis of daily pre-job briefings or toolbox talks before work begins, highlighting critical steps from the SWP to ensure safety. Proof of communication and confirmation of understanding will be recorded and kept at the job site during execution. The signed pre-task risk assessment form shall be filed in the safety file.

26. Pre-task Planning

Upon receipt of the task for the day, the principal contractor manager or his/her assignee the site supervisor, shall perform a pre-task planning in accordance with Line Construction; Substation Works and Telecommunication Projects, 559-1432317009 Rev 1, Pre-Task Planning Template, see, Annexure D.

27. Safe Work Procedures / Method Statements and Practices

The principal contractor shall compile a project/ site-specific SWP for all the high-risk activities as identified in the risk assessment and scope of work, which will be submitted to client.

28. Planned Task Observations (PTO)

The construction manager / supervisor shall conduct Planned Task Observations (PTO).
PTOs shall be conducted in such a way that the employee is observed against the actual steps of the safe work procedure (SWP)/ method statements and marked against compliance with each step. This will assist in determining employee competence and compliance. Record shall be kept.

The minimum items that must be in the PTO but not limited to:

a. Project name.
b. Title of the SWP, reference number and revision number.
c. Specific activity.
d. Steps.
e. Safety Steps.
f. Critical steps.
g. Follow-up action.

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h. Observation conducted by (full name).
i. Designation (e.g., supervisor).
j. Individual/Team observed names.
k. Date of observation.
l. Signature.

29. Work at Elevated Positions and Roof Work

1. The Principal Contractor shall ensure that all work performed at elevated positions conform to the requirements of the Construction Regulations, the relevant Unit Standard (US) and 32-418 (Working at Height Procedure).
2. A fall protection plan, which must be based on the tower design supported by the required risk assessments will be compiled, implemented, reviewed, and communicated to all employees working at heights.
3. The principal contractor shall review their risk assessment and fall protection plan as required, at intervals to be determined by the principal contractor, and taking into consideration:
   a. Incident trend analysis, or new/revised technology.
   b. Changes to scope of work, changes to work methods/procedures/equipment, etc.
4. The Contractors shall stop all persons working in elevated positions during periods of inclement weather.
5. Safety belts are not allowed to be used in Eskom. An appropriate full body safety harness shall be worn when working at an elevated position, refer to SANS 50361.
6. Working in elevated positions shall only be carried out under the supervision of a competent person in accordance with US 229995.
7. Fall arrest/protection plan and equipment shall be implemented where fall prevention is not possible:
   a. Fall protection equipment shall comply with Unit Standards and other recognised international standards.
   b. The Principal Contractor and/or his contractor shall compile a fall protection equipment inspection, testing and maintenance procedure (Refer to SANS 50365 and manufactures requirements for safe use and for inspections).
8. Provision must be made to prevent objects and/or material from falling from elevated areas and the protection of persons working below. A drop zone shall be established with barricading and necessary signs.
9. An Engineer shall do a design and calculations for all scaffolding where applicable.

29.1 Ladders (Portable)

a) Ladders used on the site shall comply with the OHS Act and Regulations, the relevant SANS standards, or other recognised international standards.

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b) Damaged ladders shall be clearly marked and quarantined and removed from the project site.
c) Prior to work being performed, an adequate risk assessment shall be conducted, and work shall be conducted in accordance with General Safety Regulation 6 and 13A and Construction Regulation 10 of the OHS Act

29.2 Training and authorization

a) Every employer shall ensure that no person engages in any activity in relation to work at heights unless they are competent to do so.
b) Only training providers that use competent training instructors and assessors who are SETA-Accredited and SAQA-registered in terms of the relevant unit standards shall be used.
c) All persons who work at heights or who are required to do rescue at heights shall receive three days of Fall Arrest System (FAS) training and two days of rescue training in accordance with the Unit standards 22998 and 229995.
d) The Contractor must ensure that all persons who work at heights and those who will be required to do rescue at heights shall receive training according to the relevant unit standards. As a minimum, individuals who work at height and are not responsible for performing a rescue must undergo three days of FAS training (Unit Standard 229998) and rescuers must further undergo two days rescue training in accordance with the Unit Standard 229995. Rescuers must be appointed in writing for the site/project.
e) Official FAS training shall not have an expiry date on the certificate.
f) Only the training date shall be indicated on the certificate.
g) Official rescue training shall expire every three years from the date of issue.
h) The principal contractor shall ensure that there is a Level 2 First Aider trained for every team working at height.

30. Occupational Health and Hygiene

The principal contractors and contractors shall identify the occupational stressors which could include exposure to chemical and biological hazards, noise, dust, vibration, heat, etc., to which any person may be exposed because of his work activities.

30.1 Occupational Hygiene Management Program

Principal Contractors 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 programme shall include, but not limited to the following elements:

a. Occupational health risk assessment as a foundation.
b. Occupational hygiene monitoring program. Monitoring shall be performed by a SANAS accredited AIA.
c. Communication of occupational hygiene results and requirements.

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d. Conduct awareness trainings and keep registers; and

e. Keep Occupational Hygiene surveys reports for a period of 40 years.

Where there are occupational hygiene stressors, principal contractors and contractors shall ensure that occupation surveys are conducted to assess stressors. These programs may include but not be limited to:

a. Hearing Conservation Programme.

b. Heat and cold stress Management Program.

The principal contractors and contractors shall report to the Department of Employment and Labour on occupational hygiene milestones (e.g., crystalline silica). Evidence of reporting and copies of such reports shall be made available to the client senior advisor H&S / H&S officer.
Copies of all occupational hygiene surveys conducted by the principal contractor and contractor shall be submitted to PD Management/Occupational Hygiene Practitioners for information and record keeping.

The principal contractor shall provide and adhere to effective monitoring procedures. These procedures shall include the planning, carrying out and recording of the results of the measurement programme. This is to confirm the effectiveness of the implemented control measures and the results shall be made available to the Contracts Manager/Employer's Representative on request.

Note: Principal contractors and contractors is responsible to measure and monitor all Occupational Hygiene stressors as contemplated in the Occupational Health and Safety act 85 0f 1993.

30.2 Medical Surveillance Programme

The Principal Contractor and contractor shall ensure that their employees are registered on a medical surveillance programme and are in possession of a valid medical fitness for duty certificate specific to the construction work to be performed. The Fitness for duty certificate shall be in form of Construction Regulation, Annexure 3, and be relevant to the type of work (risk based) that the employee will be exposed to.

The principal contractor and contractors shall ensure that employees have undergone pre-entry medical examination before starting work on site. **No employee shall access site without a valid medical fitness for duty certificate.**

The principal contractor and contractors shall ensure that employees undergo a periodic medical examination as and when a need arise.

The Principal Contractor and contractors shall ensure that employees undergo an exit medical examination at the end of the project or when the service of the specific employee has been terminated or has expired.

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30.3 Pre-Existing / Current Medical Condition

30.3.1 Disclosure of pre-existing injuries or medical conditions

A pre-existing condition as defined by the OHS Incident Management Definitions and Classification Parameters Standard (240-131838225), is a medical condition/medical impairment as a result of an incident arising out of, and in the course of employment, shall be considered:

a) Non-work-related if the incident arises solely because of a pre-existing medical condition/medical impairment and if a worker without such a condition/medical impairment would not have suffered such an incident; or
b) Work-related if the incident arises where the pre-existing condition/medical impairment may have been a contributing factor.

Pre-existing medical conditions can include health issues such as cancer, diabetes, lupus, depression, acne, hypertension, asthma, arthritis, ulcerative [Allergies] colitis etc or just about any other health condition such as previous medical operational condition in any part of the body.

An injury are any old injuries that existed prior to the work injury that may or may not have fully healed. Some workplace environments could aggravate pre-existing conditions even if they would not necessarily have caused a new condition in an otherwise healthy individual. Examples may include amongst others, traumatic injury worsening back pain, joint pain (condition), sore neck, knee injuries etc.

30.3.2 A prospective employer / Supplier expectations/ duties

A prospective employer / supplier shall:

a) request a prospective worker to disclose all pre-existing injuries or medical conditions existing during the period of the employment process that could reasonably be expected to be aggravated by performing their employment related duties.
b) request disclosure in writing and this request must be accompanied by details of the nature of the duties that are subject to the employment.
c) advise prospective workers that if they knowingly supply false or misleading information, they will not be entitled to compensation or damages under the Compensation for Occupational Injuries and Diseases Act, Act 130 of 1993 for any event that aggravates the non-disclosed pre-existing injury or condition.
d) ensure that pre-existing or current condition is part of:

    i). Individual employment contract. Because the contract defines the terms and conditions of employment
    ii). Included in the employment induction.
    iii). Person Job Specification shall be developed to have a portion where the individual when visiting the occupational medical practitioner, it has been completed by the employer, employee and the medical practitioner can complete the document.

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iv). The employee shall reveal any pre-existing or current medical condition to the Occupational Medical Practitioner prior the assessment.
v). Part of toolbox talk at least monthly, and awareness conducted more often, and
vi). Records shall be kept.

30.3.3 A prospective contractor employee duty

A prospective employee must, where requested in writing by a prospective employer, disclose all pre-existing injuries or medical conditions of which they are aware of, that could reasonably be expected to be aggravated by performing the employment related duties. If the prospective employee is engaged before making the disclosure (or being requested to make the disclosure), his or her entitlement to compensation is unaffected.

However, if the prospective employee does not disclose pre-existing medical condition or injury, this may have an impact on the future management of incidents in particular the work relatedness or not of an incident which may be attributed or not to pre-existing conditions.

30.3.4 Key considerations for employers

Employers considering implementing changes to their employment conditions and processes in relation to these amendments shall note:

a) it is the prospective employer's duty to request disclosure of pre-existing injuries or medical conditions from prospective workers during the pre-employment, periodic and post screening process, and such information shall be kept confidential.
b) when providing details of the nature of the duties that are subject to the employment, it is important that this information is accurate and provides specific details of the nature of the duties. The prospective employee must receive information that will enable them to make an informed decision about whether their pre-existing injury or condition might be aggravated by the duties.
c) if the Workers' Compensation Commissioner has previously provided a copy of the employee's claims history summary the employer shall not:

    i). disclose to anyone else the contents of or information contained in the summary.
    ii). give access to the document to anyone else.
    iii). use the contents of or the information contained in the summary for any purpose other than for the purposes of the employment process (penalties apply).

d) changes to employment conditions and processes should be made in consultation with the employer's human resources or advisor and employee representative. Employers who may have queries concerning equal employment condition and processes should seek independent advice.

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e) employers shall keep accurate records relating to this disclosure as this information will be requested where applicable during the claim determination process.
f) The employer shall follow their own disciplinary procedure and share the outcome with the client.

Note:

I. The employer shall ensure that the employees are not exposed or expected to execute an activity that will exacerbate the pre-existing or current medical condition. Risk assessment shall be conducted to determine the area where the individual shall be expected to execute the duties.
II. The pre-existing or current medical condition shall be applicable to new or current employees within a specific employer.
III. The employer shall manage all the pre-existing or current medical condition (this include referrals medical conditions) as per legal requirements as all information shall be kept private and confidential all the time.

30.4 Emergency Care

A list of emergency numbers (local emergency numbers and Eskom ***ER24(084 124/010 205 3400)*** numbers)) shall be posted where it is visible in the office's places such as information H&S board, eating area etc. The principal contractor and contractor(s) shall ensure that all employees are familiar with the emergency numbers. Where the principal contractor or/and contractor(s) has established their own contract with a specific service provider, those numbers must be part of the induction and be used in conjunction with local or Eskom numbers. The principal contractor must make clear to the employees that in any event one of the numbers must be used or the combination to ensure that the life of the individual is preserved.

30.5 Employee Assistance Programs (EAP)

The contractor will engage the local clinics on HIV/AIDS Awareness programme. This will include voluntary counselling and testing (VCT) of individuals, with chronic illnesses such as diabetes; hypertension; HIV/AIDS awareness training. Ensure access to ongoing support for affected individuals. The Contractor shall communicate the programme to all personnel.

30.6 Rehabilitation

The principal contractor and contractor(s) shall ensure rehabilitation of employees injured where rehabilitation is required.

The treating Doctor/Hospital will recommend and refer. The principal contractor must comply with recommendations, communicate with employee and provide transport according to the planned appointment.

The process shall continue until the rehabilitation of an employee is declared fit by the Doctor/Hospital.

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30.7 Compensation of Occupational Injuries and Diseases Act (COIDA)

The principal contractor and contractor(s) shall submit a valid letter of good standing with the compensation fund or a licensed compensation insurer relevant for the construction sector.

31. Emergency Preparedness and Response

a) The principal contractor shall provide a site-specific emergency preparedness and response plan of which it shall include the specific activities being executed for site and offices and submit this plan to the client for review.
b) The Emergency Preparedness Plans must be relevant to the scope of works and to the prevailing surrounding environmental risks.
c) The principal contractor shall ensure that all the employees are fully conversant with this plan.
d) The Principal Contractor shall plan, conduct emergency drills at specific intervals and identify areas for improvement. The report shall be written and action plan where applicable be developed and all the records shall be made available for inspection/audit by the client and/or authorities.
e) When preparing worksite Emergency Preparedness Plans, cognisance must be made as to the locality of the site and the response time for the emergency services. Where sites are remote, contractor management shall ensure that enough employees are trained in the various disciplines to be able to afford prompt response attention.

32. Fire Safety

Contractors shall develop a fire safety procedure for the office/ campsite, which must meet the requirements of the local authority fire department and Section 9 of the Environmental Regulations for Workplaces.

33. Site plans

The principal contractor must develop a comprehensive site layout plan with the following as a minimum:

a. A site plan must indicate evacuation routes and emergency assembly point locations.
b. Zones for particular activities.
c. Cranes (including radii and capacities).
d. Site offices.
e. Welfare facilities.
f. Off-loading, temporary storage and storage areas (laydown areas).
g. Sub-contractor facilities were applicable.
h. Car parking including reverse parking.
i. Access (must consider people with disability), entrances, security and access controls, temporary roads, and separate pedestrian routes.

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j. Site hoardings and existing boundaries.

k. Signage.

l. Temporary services (including electrical power, lighting, water distribution, drainage, information and communications technology, site security systems, and so on)

34. Fire hazard

The Contractor shall develop emergency protocols for dealing with fires, which may include a Fire Management Plan in accordance with the National Veld and Forest Fire Act (No 101 of 1998) and ensure that all staff is trained / informed in fire prevention.

No area shall be denuded of vegetation to create firebreaks. Open fires are not allowed on site. The Contractor Environmental Officer shall ensure that in areas with a high fire danger rating, staff is informed of this. Smoking shall be restricted to designated areas or shall not be allowed, particularly in areas that have a high fire danger rating.

Contractor shall ensure that adequate Fire Fighting equipment is available on site, particularly near hot work and/or where it is specifically identified as a requirement by either the landowner or during the risk assessment.

35. Environmental factors to H&S

The principal contractor shall monitor dust and noise caused by mobile equipment, generators and other equipment during construction. Factors such as wind can often affect the intensity to which these impacts are experienced.

To ensure that noise does not constitute a disturbance during construction activities.

Dust suppression measures shall be in place to reduce the dust caused by the movement of heavy vehicles and other contractor activities in order not obscure visibility.

36. Signing off the contract

No project shall be signed off before the client has assessed the activities completed in relation to health & safety outstanding issues.

37. Forums for Governance and Communication

Governance and communication structures shall be established on site where project H&S matters shall be discussed. The agenda, minutes and attendance registers of H&S meetings shall be available.

Statutory H&S 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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38. Construction Vehicles and Mobile Plant

Construction vehicles and equipment shall comply with the relevant legal and other requirements like Construction Regulations 23, the National Road Traffic Act, the Mine Health and Safety Act, National Environmental Act and Eskom Vehicle Safety Specification Procedure 240-62946386.

The following requirements are applicable during operation of construction vehicles:

A principal contractor shall ensure that construction vehicles and mobile plant are operated by persons with appropriate training, certified competent and in possession of proof of competency, and authorised in writing to operate those construction vehicles and mobile plant:

a. Designated drivers shall be in possession of an appropriate valid driver's licence for the class of vehicle operated. The driver's license shall be kept by the person so authorised who shall produce such card on request.

b. All construction vehicle operators, flagman/banksman/signalman/pointsman shall wear visible PPE at identified high-risk construction sites and shall be visible to the operators during the day or night.

c. 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 in the presence of a flagman or a banksman.

d. The contractor shall develop a vehicle and pedestrian management plan.

e. Relevant traffic signs shall be displayed.

f. Reverse beepers shall be fitted on construction vehicles.

g. Drivers of construction vehicles and mobile plant shall have medical certificates of fitness to operate those construction vehicle and mobile plant, issued by an occupational health practitioner in the form of Annexure 3 of the Construction Regulations.

h. The speed limit within the bounds of the construction site shall be clearly stipulated and communicated to everyone and be part of the induction.

i. Drivers / operators shall not text or talk on cell phones or two-way radios while driving.

j. The Principal Contractor/ contractor shall ensure that employees do not:

i). Ride on back of light delivery vehicles, cranes or other mobile plant equipment.

ii). Leave vehicles unattended with the engine running.

iii). When unattended, vehicles shall be locked, chock blocks fitted and keys removed;

k. Vehicle shall be searched on the premises or when entering or leaving the premises.

l. The Principal Contractor/ contractor shall be responsible for the safety and security of his vehicles (including private vehicles) on the premises.

m. The Principal Contractor/ contractor shall maintain his vehicles in roadworthy condition with valid licenses. These vehicles shall be subject to inspection by the Client representative. Un-roadworthy vehicles shall not be allowed to site.

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n. Construction vehicles shall be operated in accordance with the license requirements. Where a vehicle licence stipulates the number of persons to be transported on the vehicle, such number shall not be exceeded.

o. Where the Principal Contractor/ contractor do not own the equipment, the Principal Contractor is still responsible for ensuring his contractors comply with requirements or hire companies (service providers).

p. Precautions shall be taken to lash loads properly. Loads projecting from vehicles shall be securely loaded and, in daytime, a red flag attached to the load, during darkness a red light or red reflective material shall be attached to the extreme end of such projecting material.

q. Principal Contractor/ contractor shall ensure that construction vehicles and plant are maintained according to the manufacture's specifications. Servicing and repairs shall be carried out in a designated area.

r. Construction vehicles and mobile plant whose vision is impaired when reversing shall have a beeping siren/hooter when reversing. This includes trucks, cranes, loaders, etc.

39. Housekeeping

The principal contractor shall maintain a high standard of housekeeping on site. Prompt disposal of waste materials, scrap and rubbish is essential.

The principal contractor shall carry out regular safety/housekeeping inspections to ensure maintenance of satisfactory standards and document the results of the inspection.

40. Hazardous Materials/Chemicals Management

Hazardous Chemical Agent shall be managed in accordance with RHCA.

Before a Hazardous Chemical Agent is brought to the site, the principal contractor/contractor shall supply the client with:

a. Safety Data sheets (SDS) in accordance with the requirements of the OHS Act

b. Proposed arrangements for safe storage.

c. Proposed methods for handling/usage.

d. Hazard communication / training plan.

41. Flammable and Combustible Liquids

Use and temporary storage of flammable and combustible liquids shall be managed in accordance with Construction Regulations (CR 25) and GSR 4 of the OHS Act 85 OF 1993.

The principal contractor/contractor shall submit official proposal to store fuel on site to the client (where applicable). The volumes of fuel allowed to be stored will depend on site conditions and Statutory Regulations.

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42. Compressed Gas Cylinders

Use and temporary storage of Compressed Gas Cylinders shall be managed in accordance with the General Safety Regulation 9 of the OHS Act 85 of 1993 and SABS 10019:2011 and 10263-2:2015.

43. Personal Protective Equipment (PPE)

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.

Principal contractor shall use the relevant national/international recognised (technique/model) always approved risk-based PPE, as a minimum:

a. Head protection hard hat (with 3-point chin straps).
b. Steel toe capped safety boots.
c. Eye protection. Where mandatory wearing of impact Safety Spectacles with side shields.
d. Long sleeved and long pants protective clothing (with high visibility stripe) applicable mainly to site-based employees.
e. High visibility vests: (long sleeve vests, unless the arms are covered – the bib can be worn) applicable mainly to site office-based personnel and visitors.
f. Refer to General Safety Regulation 2 of the OHS Act.

44. Issue, Replacement and Control of PPE

a. The principal contractor shall provide a detailed procedure with a matrix on the issuing, maintenance, replacement, and disposal of PPE for all his employees on site.
b. The principal contractor shall keep an updated register of all PPE issued.

45. Machinery, Tools and Equipment

a. Machines driven by means of belts, gear wheels, chains and couplings shall be adequately guarded such that persons cannot gain inadvertent access to the moving parts.
b. Machine guards, inside of guards and moving or rotating parts shall be painted as per statutory requirements.
c. A competent person shall inspect machine guards as per statutory requirements and by users prior to use. These inspections and proof of corrective action taken must be recorded and kept on site.
d. Machinery, tools and equipment shall be regularly inspected, as required by legislation and risk assessments, registers of tools shall be kept on the safety file. The equipment shall be numbered or tagged so that it can be properly monitored and inspected.
e. Machinery, tools and equipment shall have the necessary approved test or calibration documentation, where applicable, prior to being brought onto the premises.

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f. Employees operating or using machines and tools shall:

i). Be competent.
ii). Have a valid competency-training certificate.
iii). Have proof of any form of task related training.
iv). A legal appointment specific to the machinery he/she is operating.
v). Be made aware on the use of inspection checklist.

46. Hand Tools and Pneumatic Tools

Pneumatic tools shall be numbered, recorded and inspected as per statutory requirements, and by users prior to use. The revolutions per minute measured shall be in accordance with the manufacturer specifications.
Users prior to use shall inspect hand tools.
The Principal Contractor/ contractor shall have a policy on makeshift tools safety on site.

47. Pressure Equipment

a. The principal contractor shall ensure that an Approved Inspection Authority (AIA) in accordance with the Pressure Equipment Regulations 7 inspects pressure equipment.
b. Pressure equipment shall be provided with at least one safety valve and such valve shall be kept locked or sealed in accordance with the Pressure Equipment Regulations 10.
c. The pressure equipment shall be provided with a manufacturer's plate in accordance with the Pressure Equipment Regulations 9.
d. The pressure equipment shall be fitted with a pressure gauge in Pascal and the maximum permissible operation pressure marked with a red line on the dial.

48. Lifting Machines and Lifting Tackle (DMR 18, CR 19 and SANS Codes)

(Mobile Cranes, Chain Blocks and Lever Hoists)

The principal contractor shall ensure that the use of lifting machines and tackles conform to the requirements of the DMR and CR, SANS 12480-1: 2006 (Safe use of Cranes), Eskom/NTCSA Procedure 39-98 (Safe use of Lifting machines and lifting tackle) and other relevant requirements.

a. When equipment is brought to site, the contractor-authorised personnel shall inspect it as appointed in accordance to SANS 12840-1: 2006.
b. The Principal Contractor shall ensure that an operator specifically trained for a particular type of lifting machine operates every lifting machine as listed in the National Code of Practice and in possession of a valid permit (although the code of Practice has been withdrawn, contractors shall use it as a guideline).
c. When making use of an external contractor to do lifting work, the Principal Contractor/ contractor shall, after looking at his portfolio, ensure that the operator is competent, and shall issue the operator with a temporary permit.
d. Principal Contractor/ contractor shall conduct audits/inspections to ensure that the contractor complies with legal requirements.

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e. The Principal Contractor/ contractor shall verify that ropes, chains, hooks and other attaching devices, sheaves, brakes and safety devices forming an integral part of lifting machines have been thoroughly examined, as prescribed by the standard to which the lifting machine was manufactured. This shall be carried out by a registered LMI, appointed by a registered LME who has knowledge of the erection and maintenance of the type of lifting machine involved at intervals not exceeding six months.

f. Lifting machine and lifting tackle operators shall be in a possession of a medical certificate of fitness as per Construction Regulation Annexure 3

g. Before using a lifting machine or tackle the operator shall inspect it daily, refer to the requirements of the Driven Machinery Regulations 18 of the OHS Act 85 of 1993.

h. Lifting machines shall be examined and subjected to a performance test by an accredited person/company at intervals not exceeding 12 months, in accordance with SANS 19.

i. Lifting tackle shall be examined at intervals not exceeding 3 months by a competent lifting tackle inspector, who shall record and sign of such examination, such lifting tackle shall be stored or protected to prevent damage or deterioration when not in use.

j. Lifting tackle shall be recorded on a register.

k. The test/inspection certificate of the lifting equipment's shall be available on site and be filed

l. Hooks shall be fitted with a safety latch/catch in a good operational condition.

m. A lock out system must be implemented to ensure that only a competent and authorised operator can draw lifting machines and forklifts.

n. All lifting tackle shall be conspicuously and clearly marked with identification particulars and the maximum mass load, which it is designed for.

o. No person shall be moved or supported by means of a lifting machine unless such a machine is fitted with a cradle approved for that purpose by an inspector of The Department of Employment and Labour.

p. Account should be taken of wind forces. Lifting machines are erected taking into account a safe distance from excavations, and with the erection of tower cranes, a tower crane application accompanied by a method statement, risk assessment and geotechnical study shall be given to the engineer for approval.

q. When working in close proximity to power lines, the Principal Contractor / contractor shall apply for a permit. Refer to Eskom Plant Safety Regulations and/or Operating Regulations for High Voltage Systems and Electrical Machinery Regulation 15 of the OHS Act.

r. Principal Contractor / contractor shall ensure that employees are adequately informed of the hazards when working in close proximity to overhead power lines and electrical installations.

s. Rigging studies shall be conducted for all critical lifts.

t. Employees shall keep out from under suspended loads, including excavators, and between a load and a solid object where they might be crushed the load should swing or fall. They shall not pass or work under the boom or any crane or excavator or barricading.

u. Guide ropes shall be used to prevent loads from swinging. (Manila ropes)

v. Lifting machines & Lifting tackles shall be

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w. Lifting machines & Lifting tackles shall be managed in accordance with requirements of the OHS Act, the relevant SANS Standards and Eskom/ NTCSA Procedures.

x. Hand signals shall be visibly displayed on cranes and the SANS 10296: 2008 standard must be used to ensure uniformity. Crane operators, riggers shall be trained according to the SANS 10296: 2008.

y. An authorised appointed person when conducting maintenance and inspections shall issue permits.

z. An illumination survey should be conducted prior to the start of work where lifting is performed at night.

aa. All truck mounted cranes and stringing machines shall be fitted with Equal Potential Foot plates when working in close proximity of power lines.

bb. Smoking is not permitted indoors, at entrances to buildings or near air intake systems in accordance with the Tobacco Control Act and legislation requirements.

49. Electrical Installations and Machinery on Construction sites

The principal contractor shall ensure that electrical installations and machinery on construction sites conform to the requirements of the OHS Act and the relevant SANS standards.

An appointed competent person must inspect temporary electrical installations used by the contractor at least once a week. The inspection findings shall be recorded in a register kept on the construction site.

50. Permit to Work

The principal contractor shall adhere to the approved Permit to Work System to control identified high-risk activities. There will be only one Permit to Work system on the construction site.

If any type of work requires a permit, principal contractor shall be trained, competence assessed and authorised in writing to perform the duties of an authorised or responsible person as contemplated in the applicable Eskom/NTCSA regulations.

51. Excavations, Trenches and Floor Openings

a. Requirements in Construction Regulation 13 of the OHS Act, shall apply.
b. Digging, excavation, or driving a peg, pile or spike into the ground operations by the Contractor may not commence without the written authorisation from the Client.

c. Prior to commencing with excavation or trench work, a ground penetrating radar survey/scan shall be conducted to determine the location of underground installations, i.e., sewer, telephone, water, fuel, gas, electrical, etc. Where underground services are detected, the affected utility owner(s) must be informed / contacted and advised of the proposed work.

d. Overhead hazards shall also be assessed and dealt with prior to commencement of work.

Note: Barricading shall be of the rigid type. No danger tapes are allowed for barricading purposes.

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52. Working near Public Roads

a. Principal Contractor / contractor employees required to work on or near roadways shall wear high visibility vests and be protected by red cones or flags during daylight and by red or amber flashing lamps at night.
b. Work areas must be adequately barricaded to prevent unauthorised access.
c. Road traffic warning signs shall be placed well ahead of the work area.
d. The Contractor shall have an approved plan when crossing the public roads during line crossing; this would be applicable for transmission power-line projects.

53. Work Stoppage

The aim of the section is to outline the conditions under which work will be stopped and the process to be followed to ensure that the worksite is rendered safe.

1. Two work stand down interventions to be planned each financial year. These engagements will focus on amongst others, the pro-active reviews of programmes/plans and the implementation thereof, audit findings & associated action plans and peer reviews.
2. The temporary stoppage of an activity/activities or task(s) due to H&S concerns shall not warrant any financial compensation. For example:
    a. Safety intervention by NTCSA management: All work of a similar nature may be stopped as the result of an occurrence of a serious incident. The relevant Principal Contractor / contractor shall be required to comply with, and/or verify, the conditions stipulated in the work stoppage instruction pack.
    b. Safety intervention by any person, especially functionaries, due to unsafe work or unsafe behaviour by the principal contractor / contractor. The conditions that gave rise to the work stoppage will determine the corrective measures to be taken urgently to protect the health and safety of employees and protect the environment and plant or equipment, etc.

Note: Work stoppage/Stand down due to Eskom request or/and authorities such as Department of Employment and Labour etc., shall not be compensated due to non-compliance with legislative/statutory requirements.

Work stoppages that are initiated due to related incidents shall not warrant any financial compensation claim lodged against Eskom.

54. Audits/Inspection

NTCSA reserves the right to conduct unannounced audits/inspection on contractors.

There will be monthly audits conducted by Eskom on the Principal Contractor/s and/or contractors. These audits shall be attended by the contractor's site manager or the representative.

Principal Contractor shall conduct audits monthly on contractors on the implementation of the contractor's H&S Plan and legal requirements. A summary of the findings and the proposed

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corrective actions shall be submitted to the client. The report shall be submitted within one week after completion of the audit.

In cases where a Principal Contractor / contractor have a third-party legal compliance verification audit that conducted on the site activities, a copy of the summary of the findings and the proposed corrective actions shall be submitted to the client. The written report shall be submitted within one week after the completion of the audit.

The principal contractor shall conduct inspection on all high-risk activities and the report shall be prepared and shared with the respective personnel. The report shall be available on site for information purpose for the client or authorities such as Department of Employment and Labour.

The results of the audit conducted and inspections shall form part of the agenda item on the Health & Safety Committee. This shall include the corrective and preventative action and a register to indicate the closed or open items. This shall be in a form of action item and be traced monthly.

55. Non-Conformance and Compliance

Principal contractors are required to implement a non-conformance procedure (if not already in place) for issuing to contractors for transgressions. Similarly, appointed contractors must implement a non-conformance procedure.

The procedure for the issuing and closing out of non-conformance reports shall be strictly adhered.

Contractor project management must monitor the closeout of non-conformances issued.

Root Cause Analysis shall be carried out on the non-conformity to take appropriate action to prevent a recurrence and deal with the consequences.

56. Compliance and Approval of Contractor Health &Safety (H&S) Plan

The principal contractor shall evaluate contractor's H&S Plan against a compliance checklist to ensure compliance with the requirements of this specifications and statutory/legislative requirement. Once satisfied, the Principal Contractor shall approve the Contractor H&S Plan.

Principal Contractor shall monthly conduct audits on contractors on the implementation of the contractor's H&S Plan and compliance with statutory/legislative requirements. The report shall be submitted to the client with the action plan that include the findings, root causes, corrective action actions, preventive actions, responsible person, targeted due date, status of each item (open or closed) and the proof of closure must be available on site.

The above information shall form part of the H&S committee standard items.

57. Contractor Performance Evaluation

The client shall evaluate principal contractor performance on an ongoing basis against the Eskom requirements and statutory/legislative requirements.

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58. Investigation of Fatalities / Injuries / Diseases / Near Misses (Principal Contractor and Contractors)

a. The Principal Contractor/contractor shall report all incidents/accidents as required in terms of legislation including near miss incidents, first aid, medical treatment, lost time incidents (lost time injuries and fatalities); Section 24 and 25 incidents; electrical contact; major equipment damage; chemical spillage and other environmental incidents within 24 hours or before the end of the work shift.

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

See Annexure E for Initial Notification Report

59. Behavioural Safety Observations and Inspections

The Principal Contractor must ensure that Behavioural Safety Observations and Inspections are conducted in order 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. (Refer to Eskom/NTCSA Behavioural Safety Observations procedure 32-407)

60. Monthly Statistical and Non-Statistical Reports

The aim of this section is to outline all the incidents the Contractors must report to NTCSA – PD. Reporting must not be later than the client stipulated date, monthly (Refer to Annexure C)

61. Contractors Health &Safety (H&S) Plan

The principal contractor shall use this H&S specification to develop a suitable and sufficient H&S Plan, to be submitted to the client. The H&S plan shall be structured in accordance with the items as per this H&S specification.

The Principal Contractor shall not commence work on site until the client has approved the H&S plan.

When a Principal Contractor intends appointing the principal contractor shall develop a contractor, the H&S specification and ensure that it is relevant to the scope of work of the contractor to be appointed.

The contractor shall not commence work on site until the principal contractor has approved the H&S plan.

The Principal Contractor / contractor H&S plan shall demonstrate management’s commitment to H&S as per the minimum requirement of this specification.

62. H&S File

The H&S file shall be in accordance with the client requirements.

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The H&S file shall be kept on site and available on request for audit and inspection purposes and shall be handed over to the Client at the end of the contract in accordance with client requirements.

The contractor shall prepare the records to be handed over and save them on the USB (the records/documents shall be categorised as per checklist items) in accordance with PD Handover Checklist, see Annexure G for Project handover check sheet. Soft copies may be submitted as per the project handover checklist where stipulated.

63. Hours of Work

Work conducted on site shall fall within the legal requirements in accordance with the Basic Conditions of Employment Act.
The Principal Contractor shall notify the client of any work that needs to be performed after hours according to the agreed arrangements. (The notification shall be submitted timeously).
Where applicable, the notification shall include proof of application for overtime to The Department of Employment and Labour and/or the letter of approval from the same department.

64. Employees' right of refusal to work in an unsafe situation

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

65. Contract Sign Off

On completion of the project, all appointed contractors shall close out their project documentation and H&S Files and submit such to the Principal Contractor. The Principal Contractor shall likewise close out his/her project documentation and H&S files and handover it to the client.

See Annexure G for Project Handover check sheet.

66. Omissions of this H&S Specification

NTCSA has endeavoured to address the most critical aspects relating to Health & Safety specification issues to assist the contractor to adequately provide for the health and safety of employees on site.

Where NTCSA has not addressed some aspects pertaining to the construction work tendered for, the contractor shall include it in the H&S plan and inform NTCSA of such issues when submitting the tender.

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Appendix A – Eskom Document Hierarchy

Annexure A	Annexure B	Annexure C
Eskom's (SHEQ) Policy poster (32-727)	20241010_Projects Delivery_SACPMP Reg	February 2023__Tx Contractor Manpowe
Annexure D	**Annexure E**	**Annexure F**
20240812_Pre-Task Planning Checklist for	NOTIFICATION REPORT TO BE SUBM	20241010_Portable Toilets Specification_5
Annexure G	**Annexure H**	**Annexure I**
20240820_Contractor OHS File Handover Re	20241106_Project Delivery_Loading and	Annexure I_Tender Evaluation Criteria.do
Annexure J	**Annexure K**	
20241010_Health & Safety Site Readiness	Annexure k_Annexure B_Acknowledgement F	

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