

CONTENTS OF THE SAFETY HEALTH & ENVIRONMENT FILE

NAME OF CONTRACTOR:

DATE:

HEALTH AND SAFETY SPECIFICATIONS.

OHS Act

Yes	No.
Yes	No
Yes	No
Yes	No

Mandatory Agreement/Section 37.2

First Aid Training.

Contractor Agreement

CR(7)(1)(v)

OHS MANAGEMENT AND LEGAL COMPLIANCE.

Health and Safety Management Plan

Yes	No
Yes	No
Yes	No

Letter of Good Standing.

Material Safety Data Sheet.

Proof of certification/ accreditation/registration (industry specific)

Yes	No
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RISK MANAGEMENT.

Baseline Risk Assessment (Hazard Identification and Risk Assessment.

Yes	No
Yes	No

Safe Work Procedure and (SWP) and Method Statement.

Directors: MJ Ntshudisane (**Chairperson**), DR Barlow (**Deputy Chairperson**), SL Tloubatla (**NED**), GP Malaza (**NED**),
AB Godongwana (**NED**), ED Markus (**NED**), ZC Gcwili (**NED**), MS Sekoboto (**CEO**),
ZSN Williams (**CFO**), KC Tsitsi (**Company Secretary**)

Fall Protection Plan (Site and Scope specific)

Yes	No.
Yes	No

Waste management Plan and disposal certificate.

Possible appointments with applicable proof of competency (depending of type of activities)

OHS Act 16.2 Appointment

Yes	No
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Health and Safety Representative OHSA sec 17

Yes	
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Construction Work Supervisor - CR 8 (7)

Yes	No

Assistant Construction Manager OHS Act Sec 8 (2) and CR 8 (1)

Yes	No

Construction Health and Safety Officer CR 8 (5)

Yes	No

Fall Protection Supervisor - CR 10 (1) (a)

Yes	No

Excavation Supervisor and inspector - CR 13(1) (a)

Yes	No

Construction Vehicles and Mobile Plant Operator - CR 23 (1) (d) (i)

Yes	No

Emergency Co-ordinator- CR 25 and 29

Yes	No

Fire Fighter - CR 29 (i)

Yes	No

Fire Equipment inspector CR 29 (h)

Yes	No

First Aider GSR 3

Yes	No

Electrical Equipment Inspector EMR 9

Yes	No

Risk Assessor CR 9 (1)

Yes	No
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Lifting tackle inspector EMR 9

Yes	No
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Operator of Machinery DMR sec 18

Yes	No
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Fall Protection Planner Appointment
CR 10

Yes	No
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EMERGENCY PREPAREDNESS

Emergency Plan and Emergency telephone numbers

Yes	No
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Emergency Response Plan

Yes	No
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First Aid box register

Yes	No
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INCIDENT AND ACCIDENT MANAGEMENT.

Recording and Investigation of Incidents

Yes	No
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Employers Report of an Accident
(W.CL. 2)

Yes	No
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INDUCTION AND COMMUNICATION

Personnel Health and Safety Induction with ID's

Yes	No
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Safety Toolbox Talks

Yes	No
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POSSIBLE REGISTERS (depending in type of activities)

Monthly hand tools , Picks, Shovels.

Yes	No
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Weekly Fire Fighting Equipment

Yes	No
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Monthly Ladder

Yes	No
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Daily Overhead Crane register

Yes	No
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Monthly Mobile Lifting Machine

Yes	No
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PPE Inspections/ Monthly

Yes	No
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Weekly hydraulic jack register

Yes	No

COMMENTS:

CENTLEC SHERQ OFFICE

APPROVED **or** **NOT APPROVED**

SHEQ OFFICER **SIGNATURE** **DATE**

CONTRACTOR SECURITY AND SAFETY REQUIREMENTS

The Contractor is required to:

- 1. Attend CENTLEC'SOP (Standard Operating Procedures) prior commencement of work.
- 2. Comply with all applicable provisions of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), the Construction Regulations, and all other relevant statutory and regulatory requirements.



3. Ensure that all employees, subcontractors, consultants, and visitors entering CENTLEC premises are properly inducted, identified, authorized, and registered before being granted access.
 4. Maintain effective control of site access and prevent unauthorized entry, including strict compliance with CENTLEC's access-control procedures.
 5. Ensure that all personnel are issued with and properly use the required personal protective equipment (PPE) appropriate to the work being performed.
 6. Maintain the work site in a safe, clean, and orderly condition and implement all necessary measures to protect employees, visitors, neighbouring properties, CENTLEC infrastructure, and members of the public.
 7. Immediately report all incidents, accidents, dangerous occurrences, security breaches, unauthorized access, theft, damage, or unsafe conditions to the CENTLEC Representative and Security Department.
 8. Carry out all works strictly in accordance with the approved construction regulations, specifications, drawings, method statements, risk assessments, and contract requirements.
 9. Comply with all applicable requirements relating to National Key Points Act, 1980 (Act 102 of 1980), and any applicable security requirements from CENTLEC (SOC) Ltd.
 10. The Contractor shall provide CENTLEC with a complete personnel register containing the names, identification details, employer/subcontractor details, and access requirements of all personnel requiring access to the site.
 11. Contractor personnel shall display their approved identification/access cards or permits at all times while on CENTLEC premises and shall produce such identification upon request by Security personnel.
 12. Contractor vehicles, tools, equipment, materials, and deliveries shall be subject to security inspection and verification at designated access-control points.
 13. No equipment, material, document, asset, cable, component, or other CENTLEC property may be removed from the premises without an approved removal permit or written authorization from the designated CENTLEC official.
 14. The Contractor shall not photograph, record, copy, disclose, or distribute information relating to CENTLEC's security systems, CCTV systems, electrical infrastructure, control systems, layouts, drawings, access-control systems, or other sensitive information without prior written authorization.
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15. The Contractor shall ensure that all personnel maintain strict confidentiality regarding CENTLEC's operations, infrastructure, security arrangements, vulnerabilities, and information obtained during the execution of the contract.
16. The Contractor shall comply with all CENTLEC security policies, procedures, emergency plans, access-control requirements, and reasonable instructions issued by authorized Security personnel.
17. The Contractor shall immediately notify CENTLEC Security of any lost access card, key, remote, security credential, document, or other security-related item issued to contractor personnel.
18. Contractor personnel shall not interfere with, disable, relocate, tamper with, or obstruct any CCTV camera, alarm system, access-control equipment, security barrier, fence, gate, detection system, or other security equipment without written authorization.
19. The Contractor shall ensure that all subcontractors comply with the same security, safety, confidentiality, NKP, and access-control requirements applicable to the principal Contractor.
20. CENTLEC reserves the right to deny, suspend, or withdraw site access from any person who fails to comply with the applicable safety, security, vetting, access-control, or contractual requirements.
21. In the event of an emergency, security incident, unauthorized access, suspected criminal activity, fire, accident, or threat to critical infrastructure, the Contractor shall immediately comply with CENTLEC's emergency and incident-management procedures.
22. Failure by the Contractor or its personnel to comply with these requirements may constitute a material breach of the contract and may result in removal of personnel from site, suspension of access, termination of the contract, and/or referral to the appropriate authorities, where applicable.

The contractor is not allowed to do any switching on the system / network and all switching arrangements shall be made with the following personnel of CENTLEC Electricity, Control Room Telephone no. 051 409 2345

