

	Scope of Work	Hendrina Power Station
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1. Introduction

Hendrina Power Station generates various waste streams and operates the General Waste Disposal Facility issued on the License nr 12/9/11/L211215101545/6/R. The Power station must ensure that the waste generated, and the operation of the general waste disposal facility is done in accordance with the legislations (include the applicable legislations).

2. Supporting Clauses

2.1 Scope

The scope of work details the requirements for the delivery of the service by the appointed service provider.

2.1.1 Purpose

The purpose of this document is to provide a guidance on the extent of the scope of work to be covered by the service provider.

2.1.2 Integrated Business Improvement objectives

The establishment of the waste management contract will assist the Power Station on the objective of SHEQ continuous improvement, particularly on areas highlighted for station opportunity for improvement and to ensure compliance to the license operation requirements by closing actions where findings is/are raised.

2.2 Normative/Informative References

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

2.2.1 Normative

- [1] 240-48929482: Tender Technical Evaluation Procedure
- [2] 32-1034: Eskom Procurement Policy
- [3] 32-727: Safety, Health, Environment and Quality (SHEQ) Policy
- [4] 240-133087117 Environmental Incident Management Procedure
- [5] Hendrina Power Station Waste Management Procedure HSPPIN 003

2.2.2 Informative

- [1] National Environmental Management Act No. 107 of 2004.
- [2] National Environmental Management: Waste Act No. 59 of 2008.
- [3] Local Government Municipality System Act No 32 of 2000 (*Steve Tshwete Local Municipality Waste Management By-Laws*)
- [4] GNR 926 National Norms and Standards for Waste Storage Regulations

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- [5] GNR 625 National Waste Information Regulations.
- [6] GNR 636 National Norms and Standards for the Disposal of Waste to Landfill.
- [7] Occupational Health and Safety Act No. 85 of 1993 and Regulations.

2.3 Definitions

[1] **Waste** : Means any waste that contains organic or inorganic elements or compounds that may, owing to the inherent physical, chemical or toxicological characteristics of that waste, have a detrimental impact on health and the environment.

[2]. **General waste:** Means waste that does not pose an immediate hazard or threat to health or to the environment, and includes:

- (a) domestic waste.
- (b) building and demolition waste.
- (c) business waste: and
- (d) inert waste.

[3] **Hazardous waste:** Means any waste that contains organic or inorganic elements or compounds that may, owing to the inherent physical, chemical or toxicological characteristics of that waste, have a detrimental impact on health and the environment.

[4] **Health Care Risk Waste:** means medical waste such as infectious waste, sharps, anatomical waste, pathological waste, hazardous clinic waste, genotoxic and cytotoxic, pharmaceutical waste, and radioactive waste, whether infectious or not, that poses a risk to the health and safety of users and health care personnel.

2.4 Abbreviations

Abbreviation	Explanation
GNR	Government Notice Regulations
GWDF	General Waste Disposal Facility
N/A	Not applicable
SHEQ	Safety, Health, Environment and Quality

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2.5 Roles and Responsibilities

Role	Responsibility
The Service Provider	Ensures the full execution of the scope of work in keeping with the legislative requirements.
The Employer	Provides site access to the affected areas and issue tasks order as per the contract.

2.6 Process for Monitoring

The monthly task orders will be issued to the service provider, work carried out be evaluated and the Employer Assessment Certificates issued.

2.7 Related/Supporting Documents

Hendrina Power Station Waste Management Procedure HSPPIN003.
Eskom Waste Management standards 32-245.
Landfill site Operation Procedure HSPPIN039.

3. Scope of work for the management of waste and the operation of the general waste disposal facility.

3.1 Executive Overview

Required resources for the execution of work

- Provide x 6 waste management trained employees.
- Provide x1 bakkie driver.
- Provide 2x experienced TLB Operators.
- Provide 1x (4x4 TLB Machine on a wet rate hired basis)
- Provide 1x workers transport from Pullenshope to the Power Station
- Provide a 4x4 bakkie for collection of waste and daily usage

Waste management at the Power station & Eskom owned flats at Pullenshope

- Daily servicing of the 90Litre and 240Wheelie bins by emptying waste into the 6Cubic metre general waste skips.
- Replacement of black plastic liners for every serviced waste bin.
- Keep the bins clean and ensure litter free around the general waste skips.
- Receive & register hazardous waste drums from various departments as and when they are brought to the Main hazardous waste store.
- Compile and maintain the hazardous waste stock level and notify the employer representative when the number reaches 25 drums
- Assist in loading the 210 Litre hazardous waste drums when collected for final disposal
- Loading the general waste into the compactor truck when servicing the five (5) Eskom owned flats at Pullenshope (Protea; Matumi; Kiaat; Ceder and Laurel Flats)

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- Provide Access Control at the Scrap yard; Main hazardous store and Landfill site.

Operation of the General Waste Disposal Facility

Daily cleaning of waste at the Landfill site gate

- The waste disposed outside the gate at the Landfill site is removed and taken to the active cell.
- All waste removed at the gate is recorded on the waste daily register.
- All hazardous waste found are placed into a 210Lt loose lid drums, once full or kept for 75 days are transported to the Power Station main Hazardous waste store.
- Maintain access road in good condition by removing any obstacles

Access control

- Ensure that the entrance gates are manned during the operation hours and locked outside the hours of operation.
- Record all waste received on site
- The Spotter ensures that vehicles bringing in waste are directed to the “working cell”
- Ensures that the site visitors sign the visitor’s register.
- Take all reasonable steps to prevent the disposal of non- permitted waste on the Site.

Construction

- The slope of a gradient of one in three (1:3) and shall be constructed in such a manner that little or no erosion occurs.
- Waste received must be placed on active cell for compaction.

Compaction

- Daily compact waste disposed on site and covered with a minimum of 150mm of soil.
- All reasonable steps are taken to ensure that the Site is operated in manner that shall prevent the creation of nuisance conditions or health hazard by rodents, odour, burning and air pollution.

Inspection and monitoring

- The contractor must conduct weekly inspections of the site to ensure compliance to SHEQ requirements.
- The operation is monitored to ensure compliance to the License operating conditions.
- The identified operation deviations are timeously corrected.

Reports

- Compilation of month end reports and the report to have all daily activities as provided on the hand over file. This will include but not limited to:
- Monthly waste volumes
- Waste cover report
- Compacted waste slopes measurement.
- Site inspections

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- Volumes of recycled waste
- Daily rainfall figures.
- Hazardous waste drums transported to the Power Station
- Receive volumes of topsoil (If trucked)

General

- The Contractor attends all site meetings as and when scheduled by the Employer.
- The contractor shall attend the mandatory contractor SHEQ meeting monthly.
- The Contractor to keep a daily diary of equipment and labour
- The Contractor keeps and maintains an up-to date Safety file
- The Contractor ensures timeous closure of the audit's findings received.
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4. SHEQR requirements

The supplier ensures fully compliance with the SHEQ requirements and the scope of work legislatives requirements.

5. Records to be kept.

- Waste volume reports for a period of five years
- Manifests for the disposed waste
- Audit reports
- Records of waste received at the GWDF.

6. Notes / Forms / Appendices / Annexures

N/A

7. Acceptance

This document has been seen and accepted by:

Name	Designation

8. Revisions

Date	Rev.	Compiler	Remarks
Nov 2025	0		Scope of work for waste management and the operation of general waste disposal facility at Hendrina Power Station (First draft)

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9. Development Team

The following people were involved in the development of this document:

10. Acknowledgements

The above listed team members.

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