Eskom Transmission	Standard	

Title:	**OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS TO BE MET BY ESKOM,CONTRACTORS AND SUB-CONTRACTORS DURING MAINTENANCE AND CONSTRUCTION WORK**	Reference:	**TST41-61**
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1 Introduction

The purpose of this procedure is to set out the minimum requirements to ensure compliance with legislation and Eskom standards and procedures, which have to be maintained by Contractors, Sub-contractors and Transmission during construction and maintenance work on Transmission sites and premises.

2 Document Content

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4 Requirements

Compliance to the procedure for Occupational Health and Safety Requirements to be met by Contractors and Sub-contractors employed by Eskom it will be monitored using RAS and cross-reference will be made between this standard and RAS.

5 Responsibilities

5.1 Contractor Management

The Contractor Management shall:

5.1.1 adhere to the requirements as stipulated in this standard and as prescribed by legislation.

5.1.2 submit to the client/agent the Contractor's Compensation Commissioners registration number and any applicable current goodwill certificates before the commencement of work, for record keeping purposes,

5.1.3 submit the names of the person(s) charged with supervision over construction work as required by Regulation 6 of the Construction Regulation of the Occupational Health and Safety Act No. 85 of 1993, to the Client/agent,

5.1.4 submit the name(s) of Health and Safety Representatives appointed under Act 17 of the Occupational Health and Safety Act No. 85 of 1993, if more than 20 persons are employed on a particular site at any time during the execution of the contract, to the Client/agent, and

5.1.5 submit any other applicable appointments in terms of the Occupational Health and Safety Act 85 of 1993

5.1.6 submit valid ORHVS certificate as well as a first aid (level1) certificate (as per requirements of standard TST0015 Rev. 0) of the responsible employees involved in the project. This is a requirement if work is to be performed live or in close proximity of Eskom Transmission high voltage apparatus. The contractor is required to supervise his own employees.

5.1.7 submit the name of the qualified first aider who will be on site during the execution of the contract, to the client/agent. This shall be done when more than 10 employees are employed at a workplace, in accordance with the General Safety Regulation, section 3, of the Occupational Health and Safety Act 85, Act of 1993.

5.2 Contractor (Refer to section 5.5)

The contractor shall:

5.2.1 ensure that the minimum statutory and Eskom health and safety and environmental requirements are complied with on all Eskom Transmission sites, and

5.2.2 the contractor shall be responsible for any environmental as well as occupational health and safety matters, standards and legal requirements that may stem from his / her contract.

5.3 Contractor employees

The Contractor's employees shall:

5.3.1 avoid any act that may endanger his / her own health and safety or that of fellow employees or members of the public, as stipulated under section 14 of the Occupational Health and Safety Act, Act 85 of 1993, and

5.3.2 adhere to all legislation requirements specified by Eskom, the Contractor and the Local Authorities.

5.4 Eskom Transmission

The client (Eskom Transmission):

5.4.1 may appoint an agent in writing to act as his or her representative and where such an appointment is made, the responsibilities as imposed by these regulations upon a client, shall as far as reasonably practicable apply to the agent so appointed.

should not appoint any person as his agent, unless the client is reasonably satisfied that the person he or she intends to appoint has the necessary competencies and resources to perform the duties imposed on a client by these regulations.

5.4.2 shall ensure where an appointment in terms of Eskom's Operating regulations for High Voltage Systems (ESKPVAEY6) is required, to comply with Eskom Transmission's authorisation procedure, which includes an interview/assessment with each Responsible Person and each Authorised Person. Upon successful outcome, an Authorisation Certificate will be recommended by the accredited interviewer/assessor and approved by the General Machinery Regulations GMR 2(1) appointee of the Grid, where the project is to take place.

5.4.3 shall ensure that the Transmission General Machinery Regulation GMR 2(1) appointee authorises the contractor's employees as a Responsible / Authorised Person, in terms of ESKPVAEY6 Rev.0 to accept a permit if required in terms of Eskom Operating Regulations for High Voltage Systems.

5.4.4 shall ensure that the contractor's employees undergo induction and plant familiarisation training as well that the ESKOM employees undergo training to familiarise themselves with the OHS Act and specific to Construction Regulations

5.4.5 at any stage during the currency of this agreement, be entitled to:

a) obtain from the Compensation Commissioners Office proof, in the form of a goodwill certificate, that the contractor is registered and is in good standing with the Compensation Commissioners Office,

b) conduct periodic assessments at the contractor's premises, his work places and on his employees to ensure Contractor compliance with agreed standards and system performance during the contract period,

c) refuse any employee, sub-contractor or agent of the contractor access to its premises where or when that person had committed any unlawful act, or sub-standard working practice or is found to be unauthorised or unqualified in terms of the OHS Act or the Operating Regulations for High Voltage Systems, and

d) issue the contractor with a "work stop" (NEC letter) or a "non-compliance" form TRMPVAES7 should Eskom become aware of any sub-standard working procedures or conditions or any non-compliance with legislation, regulations or procedures as referred to

in c) committed that are referred to above by the contractor or any of his employees, sub-contractors or agents.

5.4.6 will not grant extension of contract completion time as a result of any action taken by Eskom in terms of 5.4.5 and the contractor shall have no claim against Eskom as a result thereof. Furthermore, no amendments to legislation or the regulations or reasonable amendments to Eskom's Safety and Operating procedures will entitle the contractor to claim from Eskom any additional costs incurred in complying therewith.

5.4.7 supply the principal contractor with a risk analysis prior to the commencement of construction or maintenance work to identify known hazards to the health and safety of persons attached to the environment within which any work is to be performed (Annexure E)

5.4.8 appoint a principal contractor in writing for the project or part thereof on a construction site

5.5 Statutory and Eskom Transmission requirements

The contractor / maintenance team shall ensure compliance with and adherence to statutory, contractual and scope of work requirements with particular reference to the following:

5.5.1 before proceeding with work, visit and inspect the site and establish whether there are any hazards to the health and safety of persons involved, in any work which is to be performed there. The contractor shall report any hazards identified to the client/agent.

5.5.2 draw up a safety plan that contain the following:

the earthing requirements for the specific task that has to be executed according to the scope of work, which must specify whether jumpers are going to be broken or not. If the task requires the breaking of jumpers reference must be made to the earthing code of practice (ESKPVAAZ7, which states:

An induction earth should be used as a bonding conductor where conductors are broken or where apparatus is disconnected from the circuit. When jumpers from a line are broken at a substation or on the line the responsible person who has taken the work permit must insure that the line remains earthed according to the regulations at all times. Only authorised persons that have taken a handover from control relating to plant out of service shall issue any work permits.

5.5.3 that his/her employees must receive induction training regarding the work to be performed from him/her and H.V. Environment and site safety induction from Eskom, before they commence with work.

5.5.4 no construction or maintenance work where more than one person is involved shall commence in an H.V. environment unless a documented toolbox talk based on the risk assessment has taken place

5.5.5 before starting with construction he/she must register the site with the Department of Labour(as contemplated in the Construction Regulation 3), and furnish Eskom with a certified copy of the certificate of good standing with the Workmen's Compensation Commissioner. A full Construction Regulations and OHS Act audit will be conducted and based on compliance; Thereafter Eskom can formally hand over the site to the contractor. During this hand over meeting all health and safety requirements applicable are defined, confirmed and signed off.

These requirements will address as a minimum the following:

- Appointment of all relevant persons
- Health and Safety meetings
- Risk preventive measures
- Reporting of incidents and injuries
- Health and Safety Equipment
- Health and Safety Files
- Safety Plan (compiled in conjunction with client)
- Environmental Implementation Plan

5.5.6 each person working on a site or visiting a site, as well as the surrounding community shall be made aware of the dangers likely to arise from operations at the site and the precautions to be observed to avoid or minimise those dangers.

5.5.7 the work is performed and that the plant or machinery is used under the supervision of a Contractor's employee and in conjunction with the Construction Regulations. The supervisor shall have suitable training/experience to identify and understand the hazards associated with the work and have the authority to ensure that precautionary measures prescribed by Eskom and the Act are implemented.

5.5.8 formulate, implement and maintain an integrated Risk Management Programme, ensuring that his employees avoid any act, which may endanger their own health and safety or that of other persons who may be affected by their conduct.

5.5.9 enforce his employees' compliance with traffic signs and speed limits on Eskom property. Vehicles must be in a roadworthy condition and drivers must be in possession of valid driver's licences. Any person found disobeying traffic rules on Eskom premises will be prevented from driving in such premises.

5.5.10 supply the responsible client/agent with copies of the minutes of all Health and Safety Committee Meetings, whenever he is requested to do so.

5.5.11 ensure that his officials and employees are acquainted with all relevant provisions of the Occupational Health and Safety Act, the Regulations as well as the requirements of all relevant environmental legislation.

5.5.12 demonstrate, to the satisfaction of the client/agent that his employees and any sub-contractors have completed site and job orientation and any other qualifications and safety training that may be required by Eskom.

5.5.13 have a system in place to ensure the immediate communication to his employees and the on-site application, of any new legislation or regulations that may come into effect during the course of the contract.

5.5.14 ensure that forklift and crane drivers etc. are trained to operate such specific equipment

5.5.15 provide his/her employees with all training, personal protective equipment and the appropriate tools required for the safe and proper execution of the work.

5.5.16 the proper application and maintenance of all prescribed safety devices and equipment, including clothing, guards, earths, tools, barricades, and all relevant safety signs, as well as the adherence to Eskom's instructions, standards, procedures and orders.

5.5.17 in the event of a permit being issued to the contractor in terms of ESKPVAEY6 Rev.0, the contractor shall accept full responsibility for the due compliance with the relevant duties, obligations and prohibitions imposed by the OHS Act and this standard. The contractor shall, in particular ensure that the work is being carried out under the supervision of the contractor's Responsible / Authorised Person, within the confinements specified in the permit, and that the employees concerned understand and appreciate the risks and dangers involved.

5.5.18 that his/her employees are familiar with the lockout procedures in terms of the Eskom Operating Regulations for High Voltage Systems.

5.5.19 where more than one responsible person has taken a permit to work on the same apparatus or overhead line, the authorised person that have issued the permit must make sure that all permits are cleared before handing the apparatus or overhead line back for operation. The authorised person must confirm with all the responsible persons that have permits on the apparatus or overhead line whether specific tasks according to the SOW have in any way changed the characteristics of the apparatus or overhead line that could affect the safety of other people working under permits on the same apparatus or overhead line

5.5.20 where more than one authorised person has taken a hand over from control to work on the same apparatus or overhead line the scope of work of each authorised person must be discussed prior to the commencement of work and all changes to the status of the apparatus or overhead line that will take place discussed in detail.

5.5.21 under emergency situations where more than one authorised person has taken a hand over from control to work on the same apparatus or overhead line the appropriate GMR2(1)s or their delegates of the involved Grids must co-ordinate the work to be carried out.

5.5.22 enter into written contracts with his sub-contractors in terms of section 37(2) of the Occupational Health and Safety Act, whereby all safety procedures and arrangements are agreed upon amongst them. The contractor shall accept full responsibility for any acts or omissions of his sub-contractors, when creating a safety, health or environmental hazard.

5.5.23 his integrated Risk Management programme shall ensure that his employees adhere to Eskom's instructions, standards, procedures and regulations. The programme shall ensure that the employees stay within any barricading, only work above ground level under continuous and direct supervision, do not work in close proximity to live apparatus, wear proper protective equipment and refrain from proceeding with the work in the absence of the appointed supervisor.

5.5.24 when his/her activities in performing the work involve the handling of any hazardous chemicals substances as defined in the Act, the contractor shall inform the responsible Risk Co-ordinator / Practitioner timeously thereof and shall implement such precautionary measures as required by the Act. In particular the contractor shall provide the employees with the required protective equipment.

5.5.25 report all his/her chemical spills on site to the client/agent and will be held liable for the clean up and rehabilitation of the site. Major spills must be reported to the Department of Water Affairs and to Eskom's Environmental Department.

5.6 Procedure General

5.6.1 this standard supplements Eskom's conditions of contract and shall not be considered as including all the responsibilities of contractors and sub-contractors regarding the occupational health and safety requirements in terms of the Occupational Health and Safety Act, Act 85 of 1993. The overall responsibility for occupational health and safety requirements at the Transmission Group sites and work to be carried out on public property of local authorities shall remain with the contractor and sub-contractor.

5.6.2 all documents referred to in this standard shall be made available to the responsible client/agent by the contractor.

5.6.3 all aspects concerning occupational health and safety shall be a permanent standing item on all relevant site-meeting agendas.

5.6.4 should a contractor consider any of the requirements in this standard as being too onerous, exemption from specific clauses may be requested in writing from the Transmission General Machinery Regulation GMR 2(1) appointee. In the case of a new site where a GMR 2(1) has not been appointed yet, the project manager may be approached.

5.6.5 any difficulty experienced with the interpretation of this standard may be discussed at any time with the responsible Project Manager.

5.6.6 the Occupational Health and Safety Requirements acknowledgement of receipt form for contractors shall be completed and signed by the contractor/sub-contractor on award of the contract prior commencement of construction work (see annex A).

5.7 Maintenance of equipment, machinery, tools and lighting apparatus

A maintenance programme shall be implemented on all items of equipment and proper records shall be kept of inspections and work performed on these items, as required by the Occupational Health and Safety Act.

5.8 Fire prevention and protection

The contractor shall take the necessary precautions to prevent fires and to minimise the consequences of fire, while performing work on Eskom sites and public property. The contractor shall acquaint him/her with the requirements and abide by the stipulations of the National Veld and Forest Fires Act (Act101 of 1998)

5.9 Incidents

5.9.1 Reporting

Incidents and accidents shall be reported to the relevant authorities as stipulated in the Occupational Health and Safety Act, the Compensation for Occupational Injuries and Diseases Act and the applicable environmental legislation. These incidents shall also be reported to the client/agent who is responsible for reporting it to Safety Risk Assurance for statistical recording.

5.9.2 Investigations

All incidents and accidents shall be investigated as stipulated in the Occupational Health and Safety Act and in accordance with ESKPVABN9. According to this procedure all incidents shall be

reported, recorded and investigated. After actions are implemented to solve the problem, they shall be followed-up to assess the effectiveness of the remedial measures taken.

5.9.3 Damage incidents

All damage to buildings or structures shall be reported to the client/agent and investigated promptly to ensure that action is taken to minimise possible production delays.

5.9.4 Monthly incident/accident statistical information reports

At the end of each month the contractor on site shall submit the following information to the client/agent. (See annex B).

5.9.4.1 Injury types

a) The number of employee and man-hours worked

b) The number of fatal incidents.

b) The number of disabling injuries.

c) The number of medical incidents.

d) The number of first aid incidents.

5.9.4.2 Incident types

e) The number of vehicle incidents.

f) The number of environmental incidents.

g) The number of damage incidents.

h) The number of electrical contact incidents.

j) The number of public incidents.

k) The number of near-miss incidents.

The contractor shall, briefly, provide the relevant details for each incident reported monthly.

5.10 Environmental management

This document does not take away from the other environmental standards and legislation as referenced elsewhere, but wants the contractor to take specific notice of the following:

5.10.1 no scrap or refuse shall be left on site.

5.10.2 no fires shall be made for waste destruction.

5.10.3 the ablution facilities shall be of such a nature that the impact on the environment is minimised.

5.10.4 under no circumstances shall surface or ground water be polluted.

5.10.5 the Polluter Pays Principle (PPP) is now legislated and defined in the National Environmental Management Act, Act 107 of 1998. The cost of remedying pollution, environmental degradation and consequent adverse health effects shall be paid by those responsible for causing the pollution, degradation and adverse health effects. The same shall apply to the cost of preventing, controlling or minimising further pollution, or environmental damage, or adverse health effects.

5.10.6 the contractor shall issue the client/agent with a list of all hazardous chemical substances to be used on site.

5.10.7 all hazardous substances at the site shall be adequately stored and accurately identified, recorded and labelled.

5.10.8 all waste hazardous substances shall be disposed of at a licensed class H disposal site.

5.10.9 all environmental incidents shall be reported to the client/agent and the designated Provincial departments and measures shall be taken to control, minimise or clean up the pollution.

5.10.10 the site shall be kept neat and tidy at all times during the construction period.

Annex A

(Normative)

Example of a receipt form

Eskom

TRANSMISSION GROUP

OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS TO BE MET BY CONTRACTORS AND SUB-CONTRACTORS EMPLOYED BY ESKOM

ACKNOWLEDGEMENT OF RECEIPT

I,…….do hereby acknowledge having received the Transmission Standard TST0013– OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS TO BE MET BY ESKOM, CONTRACTORS AND SUB-CONTRACTORS DURING MAINTENANCE AND CONSTRUCTION WORK. I undertake to study and abide by these requirements at all times.

Signed at:……..on the…….day

of…….. / 20…….

Contractors/Sub-contractors signature

(The Project Manager shall keep the original on file and a copy shall remain with the contractor/Sub-contractor.)

Annex B
(Normative)

Eskom Transmission

CONTRACTOR SAFETY MONTH END REPORT: TX SERVICES

Please send completed report to:
Melissa Bhagwanth: (011) 871-2229 Fax: (011) 871-2219
GroupWise: bhagwanm@eskom.co.za

PLEASE FORWARD REPORT TO ABOVE MENTIONED BY NOT LATER THAN 12:00 ON THE 1ST WORKING DAY OF THE FOLLOWING MONTH.

MONTHLY RISK REPORT

CONTRACTORS NAME	
SITE NAME	
MONTH ENDING	
PREPARED BY	
DATE	

SAFETY STATISTICS: CONTRACTOR'S EMPLOYEES

CURRENT MONTH (Number)	TYPE	YEAR TO DATE (Number)
	Number of employees	
	Hours worked (12-month progressive)	
	Fatalities	
	Disabling Injuries	
	Medical Injuries	
	First Aid Injuries	
	Near miss incidents	
	Electrical Contact Incidents	
	Environmental Incidents	
	Public Incidents	
	Damage Incidents	
	Rainfall (mm)	

Disabling Injury Incidence Rate (DIIR) %	
Days worked since last Disabling Injury	
Incident Severity Rate (ISR)	
Employee hours worked since last Disabling Injury	

Contractor and Site Name	Hours	No of Disabling Injury	DiiR	Date of last DI	Hours since last DI	Days since last DI

SECURITY (Eskom Assets)

CURRENT MONTH			YEAR TO DATE	
No. of incidents	Value	**TYPE**	No. of incidents	Value
		Theft (Plant & Equip)		
		Damage To Property / Vandalism		
		Robbery		
		Fraud		
		Hi-jack incidents		
		Other (specify)		

INCIDENT DETAIL

VEHICLE ACCIDENTS (ESKOM OWNED)

Date	Name of person/s	Incident Description	Eskom/ Contractor

FATALITIES

Date	Deceased	Incident Description	Eskom/ Contractor

DISABLING INJURIES

Date	Injured	Incident Description	Days booked off	Eskom/ Contractor

MEDICAL INJURIES (WCA)

Date	Injured	Incident Description	Eskom/ Contractor

FIRST AID INJURIES

Date	Injured	Incident Description	Eskom/ Contractor

NEAR MISS INCIDENTS

Date	Incident Description	Eskom/ Contractor

ASSET THEFT/DAMAGE/LOST (Eskom owned)

Date	Incident Description	Eskom/ Contractor

Definitions:

1. ***Damage Incident (Loss) :*** *Incidents involving plant, motor vehicles, equipment, material or property, resulting in damage or loss (performance interruption o profit reduction)*

2. ***Public Incident:*** *An incident in which a member of the public suffers loss or injury through contact with Eskom's electrical network and or any other Eskom activity*

3. ***Security Incident:*** *Any security related incident that may have major impact on the organisation*

4. ***Work injury:*** *Injuries to an employee (full time, casual, occasional, part time, unattached learner, bursar), that arise out of and in the course of their employment. Includes occupational diseases and exposures reportable in terms of Section 25 of the OHSACT*

5. ***Fatality:*** *A death resulting from a work injury or occupational disease or condition relating to the worker's occupation or environment, regardless of the time intervening between the injury or exposure to any stress factor*

6. ***Medical Treatment injury:*** *An injury which does not result in death, permanent impairment or temporary total disability, but which requires treatment outside the scope of normal first aid treatment, e.g. treatment provided by an Occupational Health Nurse, at hospital, which must be reported in terms of the COID Act requirements*

7. ***Near Miss:*** *An incident that did not result in damage or injury but that had the potential to cause major plant damage or result in an injury or death*

8. ***Disabling Injury:*** *A work injury, including Occupational Disease and fatality, which arises out of and in the course if employment and which renders the injured employee unable to work on one or more days or shifts (other than the day or shift which the injury occurred), including Saturdays, Sundays and public holidays. Amputation or permanent loss of the use of a limb, or part thereof, and all bone are classified as a DI irrespective of time lost or not. In respective of a hairline fracture no DI should be recorded if the attending physician certifies that the injured person may continue to work and no time lost. A person losing a shift due to being hospitalised for 48 hours or less for purposes of observation (no medication administered) will be regarded as suffering a DI. Any occupational disease certified by an occupational medical practitioner – whether time lost or not- is also classified as a DI.*

9. ***Electrical Contact Incident:*** *An incident involving a person making direct or indirect contact with Eskom's electrical network, regardless of whether the incident results in jury or death. This excludes plant properly isolated, earthed and certified dead to be worked on*

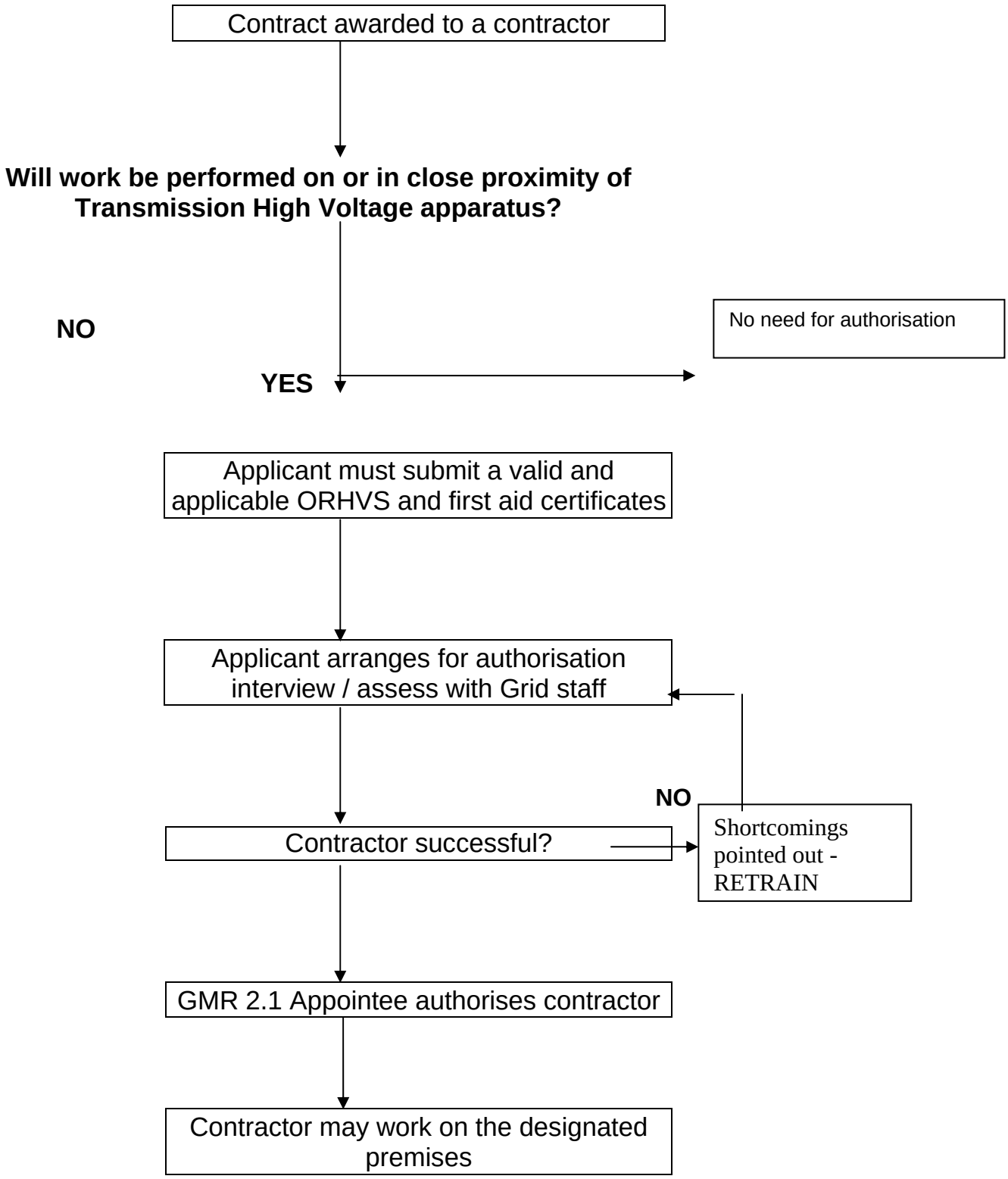
10. ***Employee:*** *a person who entered into, or works under, a contract of service, apprenticeship or learner ship with an employer, whether the contract is express or implied, moral or in writing, whether the remuneration is calculated by time or work done, and paid in cash or in kind, and includes:*

a) *A casual employee employed for purpose of the business;*
b) *A person who has entered into a contract of service and or apprenticeship or learner ship with the employer;*
c) *A person provided to Eskom by a TES (temporary Employment Service), Labour Broker and who works under the control, instruction & supervision of an Eskom employee;*
d) *A part time worker;*
e) *A temporary worker;*
f) *An occasional employee;*
g) *An unattached learner;*
h) *A bursar*

Annex C

(Normative)

CONTRACTOR AUTHORISATION



Annex D
(Normative)

AUTHORISATION INTERVIEW / ASSESSMENT SHEET
(CONTRACTOR)

1. COMPANY NAME: …….

2. NAME OF APPLICANT: ……..

3. ID NUMBER: …….

4. INTERVIEW / ASSESSMENT DATE: …….

5. INTERVIEWED/ASSESSED AT: …….

6. COMMENTS BY ASSESSOR:

ELEMENT	COMPETENT YES/NO	REMARKS
➢ INTERPRETATION & SAFE ORHVS APPLICATION		
➢ APPLICABLE OHS act KNOWLEDGE AND APPLICATION		
➢ RISK ANALYSIS OF THE JOB AS DONE BY THE APPLICANT		

7. GENERAL COMMENTS

……..

……..

……..

……..

8. DECLARATION (Cross out the applicable box)

COMPETENT	NOT COMPETENT

9. _____ _____ _____
ASSESSOR PRINT NAME
DATE

10. _____ _____ _____
APPLICANT PRINT NAME
DATE

Annex E
(Normative)

TRANSMISSION RISK ASSESSMENT FORM

Reference No:

What is the scope of work?	
What risks can be identified?	
What steps are to be taken to minimise these risks?	
PPE to be used	
State the names of the workers with whom the above risks have been discussed	Name: ……Signature……
	…….. ……
	…….. ……
	…….. ……
	…….. ……

	✔
Has the isolated and earthed apparatus been shown to the responsible person/workers?	
Have the dangers been pointed out to the responsible person/workers and where they may and may not climb?	
Have positions of earths been shown to responsible person/workers?	
Has the responsible person/workers been instructed not to climb over or under barricading?	
Has the responsible/authorised person explained the dangers to the workers and where they may and may not climb?	
Has the responsible/authorised person shown the positions of earths to the workers and indicated the safe working area?	
Has work to be done been explained to the workers, with dangers pointed out?	

I, ……, hereby declare that the above stated risks have been discussed with all personnel involved in the scope of work and that the steps to be taken to minimise the risks are understood by all.

SIGNATURE:…….. **Date:**……..

Annex F

(Normative)

DECLARATION BY CONTRACTOR

We _____ have been

engaged by _____ to perform work under contract.

We declare that we have familiarised ourselves with the requirements of the Occupational Health and Safety Act and related legislation. We have also read and understand the health and safety rules governing our work at the above company and agree to abide by them while on the premises.

Furthermore, we undertake to explain the various rules and regulations to all our employees.

In terms of Section 8(2)(i), G.A.R.1, G.M.R.2, and E.I.R.4 and 5 of the

O.H.S Act we have appointed MR _____ as the responsible person on site and have vested in him the necessary authority to rectify any shortfalls which he may identify or may be drawn to his attention.

We undertake to rectify all sub-standard conditions with regard to our equipment or

workmanship and accept that, should we not rectify them

timeously, they will be corrected by _____ and the amount

debited to the contract price.

We are registered and in good standing with the Compensation Commissioner. Our compensation registration number is as

follows: _____

SIGNED: _____ DATE: _____
(Contractor)

SIGNED: _____ DATE: _____
(Witness)

SIGNED: _____ DATE: _____
(Witness)

COMMISIONING

Commissioning of any work undertaken by contractors must only be performed in consultation with the Project Engineer and the Production Manager

Whenever any machinery, plant or installation is commissioned, the Project Engineer and Production Manager must sign an acceptance certificate. Any payments will only be made if this certificate is presented along with the contractor invoice.

LIABILITY

No permission under these rules shall in any way relieve the contractor of his responsibility or liability as an employer in his own right in terms of the Occupational Health and Safety Act.

ADVICE REGARDING SAFETY REQUIREMENTS

The company will be glad to assist contractors in any way possible to facilitate the safe and healthy execution of the work involved and in the mutual interest of both parties.

NOTE: CONTRACTORS MUST SIGN AND RETURN THE DECLARATION BEFORE THE CONTRACT WILL BE ACCEPTED BY ESKOM.

Annex G
(normative)

RISK IDENTIFICATION RECORDING FORM

DESCRIPTION OF PROJECT: .....

.....

.....

AREA	RISK IDENTIFIED	POSSIBLE CONSEQUENCE

SIGNED: ..... DATE: .....
CONTRACTOR

SIGNED: .....
DATE: .....
ESKOM

Annex H
(Normative)

COMMERCIAL PROCESS - SAFETY ASSESSMENT OF CONTRACTORS

These requirements are applicable to all Suppliers working on Eskom Sites.

Reference to:

2} Occupational Health & Safety Act 85 of 1993

No	Item	Eskom Policy	OHSA	Comments	YES	NO
1	Reg. number with the Compensation commissioner Letter of Good Standing	5.1.2 5.4.5 5.5.4	Construction Regulation 5 (3)(f)	Reg. No and letter		
2	Site supervisors (proof of previous appointment letters) for Building work/ Supervision of construction work	5.1.3	Construction Regulation 6(1)(2)	Proof of previous appointment letters		
3	List of Safety reps in your organisation if more than 20 people Responsibilities of Health & Safety Reps Appointment letters	5.1.4 5.1.5	OHS Act Section 17 Section 18 GAR 9 (1)(2)	List Names		
4	Copies of valid ORHVS certificates if work is to be done in any Eskom HV yard, Substation or Servitude	5.1.6		Copies OF HV Regs (ESKPVAEY6)		
5	Trained first aider if more than 5 people on site appointment letter/ Certificates attached	5.1.6 5.1.8	General Safety Regulation 3	Copies of Certificates		
6	Regular Safety Committee meetings (Functions) 1X 3 Monthly or safety meetings (toolbox talks)	5.5.4 5.5.9	Section 19	Proof of previous meetings (copies of minutes)		
7	Safety Training	5.4.4 5.5.2 5.5.3 5.5.4 5.5.6 5.5.7 5.5.9 5.5.10 5.5.13 5.5.14	Section 19 (7) Section 8	Proof of training (copies of certificates / minutes, etc)		
8	Safety Equipment – maintained, including having a register for applicable type of equipment. Monthly inspection sheets.	5.5.10 5.5.13 5.5.14	General Safety Regulations (2) Section 18	Visual inspection of safety equipment and / or copy of register for such equipment		
9	The principle Contractor has written contracts in place with Subcontractors. Letter Of Good Standing as Employer of all Sub Contractors	5.5.18	Section 37 (2) Construction Regulation 5(f)	Copies of previous contracts addressing Safety issues		

10	Hazardous chemicals – procedures for the handling, storage, use & disposing. Procedure in the case of an accident. Protective clothing	5.5.1 5.5.20 5.10.7 5.10.8 5.10.9 5.10.10	Hazardous Chemical Substances Regulations	Copies of procedures. Visual inspection of Protective clothing		
11	Reporting of accidents Incident Investigation Reports available.	5.9.1 5.9.2 5.9.3 5.9.4 Annex B	Section 24 Section 31 ESKPVABN9	Copy of previous / current reports on Stats		
12	Acknowledgement of receipt/ Statement of acceptance / compliance	Annex A 5.6.2 5.6.7		Issue policy and advise suppliers to complete Annex A and return before any Qualification can take place		
13	Signed declaration of compliance by Supplier – Authorisation Interview Sheet	Annex D 5.1.7 5.4.2 5.6.2				
14	Risk Analysis Form by Supplier	5.4.5(b) 5.4.7 5.5.2 5.6.2 Annex E	Section 8(d) Construction Regulations 7			
15	Notification to Department of Labour	5.5.4	Construction Regulations 3 Annex A			

On successfully being awarded a contract a Safety Audit will be conducted on the contractor to ensure that all requirements are in place prior to commencement of work.

_____ _____

Commercial Risk & Safety Department **Date**

_____ _____

Contractor/Supplier/Applicant **Date**

RISK & SAFETY AUDIT Check sheet – at commencement of work

Contractors Name: _____

Site Supervisor (Projects): _____

Site Supervisor (Contractor): _____

Date of Audit: _____

Site/Project Name: _____

Annex I

(Normative)

AUDIT FORM

RISK AND SAFETY AUDIT check sheet-at commencement of work and during work

Contractors Name:

Site Supervisor (Projects):

Site Supervisor (Contractor):

Date of Audit:

Site/Project Name:

Scope of work:

No	Item	Eskom Policy	OHSA	Comments	YES	NO
1	Reg. number with the Compensation Commissioner Letter of Good Standing	5.1.2 5.4.5 5.5.4	Construction Regulation 5 (3)(f)	Reg. No: Copy of letter of good standing		
2	List of Site supervisors (proof of previous appointment letters) for Building work	5.1.3	Construction Regulation 6 (1)(2)	Appointment in writing of full time construction supervisor-duties of supervising of construction work		
3	List of Safety reps in your organisation if more than 20 people responsibilities of Health & Safety Reps Appointment letters	5.1.4 5.1.5	OHS Act Section 17 Section 18 GAR 9 (1) (2)	Appointment letters List of Names		
4	Copies of valid ORHVS certificates if work is to be done in any Eskom HV yard, Substation or Servitude	5.1.6		Copies OF HV Regulations (ESKPVAEY6)		
5	Trained first aider if more than 5 people on site appointment letter/Certificates attached	5.1.6 5.1.8	General Safety Regulation 3	Copies of Certificates		
6	Regular Safety Committee meetings (Functions) 1X 3 Monthly or safety Safety meetings (toolbox talks)	5.5.4 5.5.9	Section 19	Proof of previous meetings (copies of minutes)		
7	Safety Training	5.4.4 5.5.2 5.5.3 5.5.4 5.5.6 5.5.10 5.5.14	Section 19 (7) Section 8	Proof of training (copies of certificates / minutes, etc)		
8	Safety Equipment – maintained,	5.5.10	General	Visual inspection of		

No	Item	Eskom Policy	OHSA	Comments	YES	NO
	including having a register for applicable type of equipment. Monthly inspection sheets.	5.5.13 5.5.14	Safety Regulations (2) Section 18	safety equipment and / or copy of register for such equipment		
9	Principle Contractor has written contracts in place with Subcontractors. Letter Of Good Standing as Employer of all Sub Contractors	5.5.18	Section 37 (2) Construction Regulation 5(f)	Copies of previous contracts Legislative compliance		
10	Hazardous chemicals – procedures for the handling, storage, use & disposing. Procedure in the case of an accident. Protective clothing	5.5.1 5.5.20 5.10.7 5.10.8 5.10.9 5.10.10	Hazardous Chemical Substances Regulations	Copies of procedures. Visual inspection of Protective clothing. E.P. plan		
11	Reporting of accidents Incident Investigation Reports available.	5.9.1 5.9.2 5.9.3 5.9.4 Annex B	Section 24 Section 31 GAR 9 (1)(2) ESKPVABN9	Copy of previous and current reports on Stats		
12	Acknowledgement of receipt/ Statement of acceptance / compliance	Annex A 5.6.2 5.6.7		Issue policy and advise suppliers to complete Annex A and return before any Qualification can take place		
13	Signed declaration of compliance by Supplier – Authorisation Interview Sheet	Annex D 5.4.2 5.6.2		In procedure document Copies of Risk Assessment		
14	Risk Analysis Form by Client	5.4.5 (b) 5.4.7 5.5.2 5.6.2 Annex E	Section 8 Construction Regulations 7	In procedure document		
15	Notification to Department of Labour	5.5.4	Construction Regulations 3 Annexure A	To be signed by client / Agent Acknowledged copy on safety file		
16	Work permits ESKPVAEY6	5.4.2 5.5.16 ORHVS		Authorisation, access permits etc in HV Yards		
17	Emergency Contact Details	5.5.6 5.5.20		First aiders, medical contact details nearest hospitals, emergency services etc		
18	Health & Safety Policy		Section 7	Not required if		

No	Item	Eskom Policy	OHSA	Comments	YES	NO
				supplier hasn't got one, but if they do must be prominently displayed		
19	Fall Protection Plan		Construction Regulations 8	Fall protection plan, designation of competent person, elevated positions Appointment letter of developer		
20	Risk Assessment	5.5.1 5.5.4 5.6.2	Construction Regulations 7	To be done by Projects and given to Contractor at commencement and during construction work		
21	Barricading/Demarcation and excavations	ORHVS	Construction Regulations 11			
22	Scope of Application	5.5	Construction Regulation 2	Duties of Client – health and safety specifications		
23	Personal Protective Equipment	5.5.13 5.7	General Safety Regulations	All PPE listed in asset register and inspected by competent person in writing		
24	Job Observations		Construction Regulations 7(d)	Critical task observation with Safe Work procedures taken out of Risk assessments		
25	Demolition		Construction Regulations 12	Appointment of competent person in writing and correct method applied		
26	Scaffolding		Construction Regulations 15	Appointment of competent person Completed inspection sheets Training certificates of erectors		
27	Construction Vehicle and Mobile Plants	5.5.8	Construction Regulations	Acceptable design, operation permit,		

No	Item	Eskom Policy	OHSA	Comments	YES	NO
			21	training etc. Completed inspection sheets Appointment of competent person to do inspections		
28	Cranes	5.5.12 5.5.13 ESKADA AH3	General Machinery Regulations 7 Driven Machinery Regulations Construction Regulations 20	Training, LMO Policy of Eskom, operation permits etc. Competent person appointed for Training to specific class of crane		
29	Electrical Installations and Machinery on Construction Sites (Working close to electrical cables above or over under ground cables	5.5.6 ORHVS	Construction Regulations 22 E.I.R E.M.R	Before commence-ment and during process of construction work – look at electrical apparatus under, over or n the site Appointment of competent person		
30	General Housekeeping on Construction sites	5.10.10	Construction Regulations 25	Housekeeping of current work site and records of previous sites		
31	Staking and storage on Construction site		Construction Regulations 26	Storage and staking of materials and equipment Appointment of competent person		
32	Fire prevention	5.8 5.10.2	Construction Regulations 27 Environmenta l Regulations	Precautions: Reg of fire extinguishers inspection EP plan, records of extinguishers Appointment of competent person Training records		

No	Item	Eskom Policy	OHSA	Comments	YES	NO
33	Construction welfare		Construction Regulations 28	Ablution facilities, eating area etc		
34	Use or store temporary flammable liquids on construction sites	5.10	Construction Regulations 23	Precautionary mitigating factors in place. E.P.Plan		
35	Water Environment		Construction Regulations 24	Mitigating plans in place Precautionary equipment provided		
36	Environmental	5.5.2 5.5.4 5.10.10		Policy / Method statement Acknowledgement of ESKOM on file of compliance		
37	Agent	5.4.1	Construction Regulations 4 (5)	Appointment letter of competencies on Safety File with duties		
38	Client/Agent appoint Principal Contractor in writing	5.4.8	Construction Regulations 4(c)	Appointment of Principal contractor on Safety file		

These requirements are applicable to all Suppliers working on Eskom Sites.

On successfully being awarded a contract a Safety Audit will be conducted on the contractor to ensure that all requirements are in place prior to commencement of work.

_____ _____

Contractor **Date**

_____ _____

Project Site Supervisor **Date**

_____ _____

TX Services Risk & Safety Department **Date**

Annex J

(Normative)

LIVE WORK AUTHORISATION – ESKOM TRANSMISSION GROUP REQUIREMENTS

The following requirements must be met when contractors are going to work above the anti-climbing device on Live Transmission lines (ARC off only).
This would typically apply when stringing OPGW, lashing fibre, line maintenance, fitting bird guards or labels, splicing fibre, etc. All contractors have to comply with these requirements, prior to listing in the Eskom Transmission database as potential live work supplier for the specific categories.

OSHACT requirements with specific reference to the Constructor regulations need to be adhered to. To demonstrate compliance a Health and Safety plan and a fall arrest plan complete with risk assessments will be required.

Pre requisites for live work authorisation in terms of ORHVS (ESKOM OPERATING REGULATIONS FOR HIGH VOLTAGE SYSTEMS) section 7 (Team leaders (7.01) and members (7.01) climbing above anti climbing device) are as follows:

Full name and particulars of the contractor
Full name and particulars of the individuals that will be authorised
ORHVS Modules **1 to 10 for team leaders in charge of live work and Modules, 1&10 for team members.**
First Aid Level 1- team leader and 1 or 2 extra (to cater for case where team leader is injured)
Medical Certificate – indicating clean bill of health and suited for physical work at heights
The person in charge (7.01) will have to have experience of taking hand over's from control, radio procedures and a good understanding of the system he is working on, e.g. ARC's, etc

In terms of the work, Eskom would require the following:
Detail approved procedure of how the work will be executed, taking into account safety risks, etc.
Related work experience
Compliance to Eskom Standards for High Voltage Live Working ESKASAAR9

On successful submission of the above documentation, the contractor will be listed in the Database for the applicable category – however the following procedures will be followed upon successful tendering:
An on site practical assessment will be conducted. The team will be required to perform the duties under dead conditions under supervision of an Eskom authorised live work instructor. (This must be taken into consideration when tendering). During this assessment the following will be verified:
Compliance to Eskom Live work standard procedures
Tools and equipment – compliance to OSHACT, etc
Work methods and procedures
Safety aspects

Once the above have been completed successfully the Eskom Transmission live work instructor will practically assess the contractor under live working conditions, initially under his supervision and later operating on there own.

Note: Should the contractor fail any of the steps above, the Contractor shall not be allowed to execute the work, therefore it will lead to cancellation of contract / order.
On successful completion of all of the above, Transmission Engineering will make a recommendation to the GMR2 (1) of the particular Grid that the contractor be authorised for a specific function, and specific Grid.

Annex J

(Concluded)

The GMR2 (1) of the Grid will then issue authorisation for his Grid with copies to National Control. The scope, duration and specific requirement will be at the discretion of the GMR 2(1)

Note that this authorisation will be valid for a period of **1 year** only, and needs to be re evaluated upon, or preferably before expiry.

Should you require any further information regarding the process, please feel free to contact either the Eskom Transmission BEE and Vendor management section or the Eskom Transmission Chief Engineer, Live work – Eric Marshall at 021 915 9283 or 082 888 2738.

Annex K

(Normative)

TYPICAL Contents of a Health and Safety Plan

1. Copy of the Health and Safety Plan
- It must be available on site
- It must contain a copy of the organisational organogram specifically depicting the appointment of the Construction Supervisor

2. OHS Act Appointments
- Copies of the relevant OHS Act appointments for that specific work site

3. List of names of persons working under the supervision of the Construction Supervisor

4. Relevant design and work specifications
- Technical drawings
- Technical specifications
- Relevant Eskom Policies, Standards and Procedures

5. Risk analysis, Risk profiling and Job Observations
- Relevant task analysis
- On-site risk assessments
- Specific written safe work procedures
- Personal protective equipment (PPE)
- Proof of job observations conducted

6. Sub-Contractors
- List sub-contractors and contract details (where applicable)
- Proof of sub-contractor competencies

7. Site hand over
- Site hand over certificate on file
- Relevant authorisations
- Relevant permits e.g.

a) ORHVS authorisations
b) Confined spaces
c) Hot work

8. Inspections (site specific)
- Record of relevant / required inspections (site specific)

9. Occupational Health and Hygiene Surveys
- Proof of survey reports (where applicable)

10. Reporting and Recording of Incident investigations
- Copies of the incident reporting to Eskom Transmission (Project Manager)
- Copies of report to COID (where applicable)
- Copies of OHS Act Annexure 1's

Annex L

(Normative)

TYPICAL CONTENTS OF A HEALTH AND SAFETY FILE

1. Contract appointing contractor.

2. Company Health and Safety Policy.

3. Organisational organogram (detailing all statutory appointments). List all possible appointments.

OSH Act, Section 17 – Appointment of the Health and Safety Representatives

Specific Construction Regulation Appointments:

Regulation 4 (1) (c)	Appointment of the Principal Contractor
Regulation 4 (5)	Appointment of the Client Agent
Regulation 5 (3) (b)	Appointment of the Contractor
Regulation 6 (1)	Appointment of the Construction Supervisor
Regulation 6 (6)	Appointment of the Construction Site Health and Safety Officer
Regulation 7 (1)	Appointment of the Construction Site Risk Assessor
Regulation 8 (1) (a)	Appointment of the Fall Protection Plan Developer
Regulation 10 (a)	Appointment of the Formwork and Support Work Supervisor
Regulation 11 (1)	Appointment of the Excavation Work Supervisor
Regulation 12 (1)	Appointment of the Demolition Work Supervisor
Regulation 14 (2)	Appointment of the Scaffolding Supervisor
Regulation 15 (1)	Appointment of the Suspended Platform Supervisor
Regulation 17 (1)	Appointment of the Material Hoist Inspector
Regulation 18 (1)	Appointment of the Batch Plant Supervisor
Regulation 19 (2) (g) & (i)	Appointment of the Explosive Powered Tools Issuer
Regulation 21 (1) (j)	Appointment of the Construction Vehicles and Mobile Plant Inspector
Regulation 22 (e)	Appointment of the Temporary Electrical Installation controller
Regulation 26 (a)	Appointment of the Stacking and Storage Supervisor
Regulation 27 (h)	Appointment of the Fire Extinguisher Inspector

4. Copies of relevant appointment letters.

5. Exemptions and/or notifications.

6. COID Registration
- Registration number
- Letter of good standing

7. Risk assessments and analysis
- Task analysis
- Risk assessments
- Safety work procedures
- Fall protection plan
- Fall protection risk assessment

8. PPE – Personal Protective Equipment
- List of PPE
- Issue list,
- Inspection of PPE

Annex L

(Concluded)

9. Training records
- The relevant training records of all employees
- Health and safety induction
- Risk assessment training
- ORHVS

10. Medical Records
- Proof of medical surveillance plan

11. Minutes of all site and statutory meetings
- Agenda
- Minutes

12. Incident reporting and investigation reports
- Report of incident to Eskom Transmission (The Project Manager)
- Report to COID
- OHS Act Annexure 1
- Proof of follow-up and close out of incident recommendations

Annex M

(Normative)

TYPICAL HEALTH AND SAFETY INSPECTIONS TO COVER THE FOLLOWING:

Note: This list is not in any order of priority and only for where applicable

1. Fire
2. First aid box and equipment
3. Housekeeping
4. Scaffolding
5. Dangerous goods
6. Demolition
7. Earth leakage control inspection
8. Electrical hazards
9. Electrical installations
10. Ergonomics
11. Formwork and concreting
12. Hand tools and equipment
13. Hazardous substances
14. Ladders
15. Portable electrical lights tools and appliances
16. Powered mobile plan
17. PPE issue
18. The use of PPE
19. Public safety
20. Roofing
21. Site establishment
22. Trenching and excavation

Annex N
(Normative)

PRO FORMA APPOINTMENT LETTERS

PLACE COMPANY LOGO

COMPANY NAME
COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 4 (1) (c)
APPOINTMENT OF THE PRINCIPAL CONTRACTOR
PRINCIPAL CONTRACTOR'S NAME

I, client's name hereby appoint principal contractors name as the principal contractor responsible for site address to carry out the construction work of description of construction work and if more than one principal contractor area of responsibility.

You shall ensure that you meet all the requirements in terms of the Act and in particular in terms of the Construction Regulations. You shall also ensure that all contractors appointed by yourself and reporting to you comply with the requirements as stipulated in the Construction Regulations.

You shall also ensure that all the information and specifications to ensure that the construction work is carried out in a safe manner are carried over to all contractors appointed and reporting to you.

You shall further ensure that all records, registers and required lists are maintained and that all persons appointed to carry out tasks as stipulated by these regulations are competent and have the necessary resources to complete their tasks effectively in such a manner that health and safety is not in any manner compromised.

This appointment is valid from date to co the completion of the stipulated construction work.

You shall submit a written weekly report on all shortfalls that have not been met in terms of these regulations.

…….
Client's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, principal contractor understand the implications of the appointment as detailed above and confirm my acceptance.

…….
Principal contractor's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME
COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 4 (5)
APPOINTMENT OF THE CLIENT AGENT
CLIENT'S AGENT'S NAME

I, client's name hereby appoint agents name as the agent responsible for site address to manage the construction work of description of construction work.

You shall ensure that all the requirements in terms of the Act and in particular in terms of the Construction Regulations are met. You shall also ensure that all appointed contractors comply with the requirements as stipulated in the Construction Regulations.

You shall also ensure that all the information and specifications to ensure that the construction work is carried out in a safe manner are carried over to all appointed contractors.

You shall further ensure that all records, registers and required lists are maintained and shall stop construction work upon identifying any non-compliance by any contractors; this includes stopping any work should the competency of the person carrying out such work be questionable.

This appointment is valid from date to the completion of the stipulated construction work.

……..
Client's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, agents name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Agent's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 5 (3) (b)
APPOINTMENT OF THE CONTRACTOR
CONTRACTOR'S NAME

I, principal contractor/contractor name hereby appoint contractors name as the contractor responsible for site address to carry out the construction work of description of construction work.

You shall ensure that you meet all the requirements in terms of the Act and in particular in terms of the Construction Regulations. You shall also ensure that all contractors appointed by yourself and reporting to you comply with the requirements as stipulated in the Construction Regulations.

You shall also ensure that all the information and specifications to ensure that the construction work is carried out in a safe manner are carried over to all contractors appointed and reporting to you.

You shall further ensure that all records, registers and required lists are maintained and that all persons appointed to carry out tasks as stipulated by these regulations are competent and have the necessary resources to complete their tasks effectively in such a manner that health and safety is not in any manner compromised.

This appointment is valid from date to the completion of the stipulated construction work.

You shall submit a written weekly report on all shortfalls that have not been met in terms of these regulations.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, contractor name understand the implications of the appointment as detailed above and confirm my acceptance.

……..

Contractor's full name Date

Annex N
(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 6 (1)
APPOINTMENT OF THE CONSTRUCTION SUPERVISOR
CONSTRUCTION SUPERVISOR'S NAME

I, principal contractor/contractor name hereby appoint construction supervisor's name as the supervisor responsible for site address to carry out the construction work of description of construction work and area of responsibility.

In terms of this appointment you are required to ensure that all construction work performed under your supervision is carried out as follows:

1. By persons suitably trained and competent to do such work;
2. That all statutory appointments have been completed;
3. That, where required, health and safety committees are established and that meetings are accordingly held;
4. That all persons are aware and understand the hazards attached to the work being carried out;
5. That the required risk assessments are carried out;
6. That precautionary measures are identified and implemented;
7. That discipline is enforced at the construction site at all times;
8. That all identified statutory requirements are met; and
9. That any other interests in terms of health and safety with respect to the responsible area is met.

You are required to report any deviations of the above-mentioned instructions to contractor's name.

This appointment is valid from date to the completion of the stipulated construction work.

You shall submit a written weekly report on all shortfalls that have not been met in terms of these regulations.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, construction supervisor understand the implications of the appointment as detailed above and confirm my acceptance.

……..
Construction supervisor's full name Date

Annex N
(Continue)

PLACE COMPANY LOGO

COMPANY NAME
COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 6 (6)
APPOINTMENT OF THE CONSTRUCTION SITE HEALTH AND SAFETY OFFICER
HEALTH AND SAFETY OFFICER'S NAME

I, contractor's name hereby appoint safety officer's name as the construction site health and safety officer responsible for site address to manage all the health and safety issues as required in terms of the Act.

You shall ensure that all the requirements in terms of the Act and in particular in terms of the Construction Regulations are met. You shall also ensure that all appointed contractors comply with the requirements as stipulated in the Construction Regulations.

You shall further ensure that all records, registers and required lists are maintained and shall stop construction work upon identifying any non-compliance by any contractors; this includes stopping any work should the competency of the person carrying out such work be questionable.

This appointment is valid from date to the completion of the stipulated construction work.

……
Contractors full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, construction site health and safety officer's name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Construction site health and safety officer's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME
COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 7 (1)
APPOINTMENT OF THE CONSTRUCTION SITE RISK ASSESSOR
RISK ASSESSOR'S NAME

I, contractor's name hereby appoint risk assessor's name as the construction site risk assessor responsible for site address to carry out risk assessments prior to the commencement of construction work and any other risk assessment that may be required for the duration of the construction work.

You shall ensure that all risks are identified and analysed and that safe working procedures are drafted and implemented to reduce, mitigate or controls the hazards that were identified.

This appointment is valid from date to the completion of the stipulated construction work.

……
Contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, construction site risk assessor's name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Construction site risk assessor's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 8 (1) (a)
APPOINTMENT OF THE FALL PROTECTION PLAN DEVELOPER
FALL PROTECTION PLAN DEVELOPER'S NAME

I, principal contractor/contractor name hereby appoint fall protection plan developer's name as the fall protection plan developer responsible for site address to develop a fall protection plan and ensure it implementation.

You shall ensure that you meet all the requirements in terms of the Construction Regulations in terms of the fall protection plan.. You shall also ensure that all persons are trained on the fall protection plan and that such plan is at all times implemented.

This appointment is valid from date to the completion of the stipulated construction work.

…….
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, fall protection plan developer's full name understand the implications of the appointment as detailed above and confirm my acceptance.

…….
Fall protection plan developer's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 10 (a)
APPOINTMENT OF THE FORMWORK AND SUPPORT WORK SUPERVISOR
FORMWORK AND SUPPORT WORK SUPERVISOR'S NAME

I, principal contractor/contractor name hereby appoint formwork and support work supervisor's name as the formwork and support work supervisor responsible for site address to supervise and carry out all the necessary inspections in terms of all formwork and support work.

You shall ensure that when becoming aware of any health and safety hazards in respect to formwork and support work that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, formwork and support work supervisor's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Formwork and support work supervisor's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 11 (1)
APPOINTMENT OF THE EXCAVATION WORK SUPERVISOR
EXCAVATION WORK SUPERVISOR'S NAME

I, principal contractor/contractor name hereby appoint excavation work supervisor's name as the excavation work supervisor responsible for site address to supervise and carry out all the necessary inspections in terms of all excavation work.

You shall ensure that when becoming aware of any health and safety hazards in respect to excavation work that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, excavation work supervisor's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Excavation work supervisor's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 12 (1)
APPOINTMENT OF THE DEMOLITION WORK SUPERVISOR
DEMOLITION WORK SUPERVISOR'S NAME

I, principal contractor/contractor name hereby appoint demolition work supervisor's name as the demolition work supervisor responsible for site address to supervise and carry out all the necessary inspections in terms of all demolition work.

You shall ensure that when becoming aware of any health and safety hazards in respect to demolition work that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, demolition work supervisor's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Demolition work supervisor's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 14 (2)
APPOINTMENT OF THE SCAFFOLDING SUPERVISOR
SCAFFOLDING SUPERVISOR'S NAME

I, principal contractor/contractor name hereby appoint scaffolding supervisor's name as the scaffolding supervisor responsible for site address to supervise and carry out all the necessary inspections in terms of all scaffolding work.

You shall ensure that when becoming aware of any health and safety hazards in respect to scaffolding work that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, scaffolding supervisor's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Scaffolding supervisor's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 15 (1)
APPOINTMENT OF THE SUSPENDED PLATFORM SUPERVISOR
SUSPENDED PLATFORM SUPERVISOR'S NAME

I, principal contractor/contractor name hereby appoint suspended platform supervisor's name as the suspended platform supervisor responsible for site address to supervise and carry out all the necessary inspections in terms of all suspended platform work.

You shall ensure that when becoming aware of any health and safety hazards in respect to suspended platform work that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, suspended platform supervisor's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Suspended platform supervisor's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 17 (1)
APPOINTMENT OF THE MATERIAL HOIST INSPECTOR
MATERIAL HOIST INSPECTOR'S NAME

I, principal contractor/contractor name hereby appoint material hoist inspector's name as the material hoist inspector responsible for site address to supervise and carry out all the necessary inspections in terms of all material hoists on site.

You shall ensure that when becoming aware of any health and safety hazards in respect to material hoists that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, material hoist inspector's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Material hoist inspector's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 18 (1)
APPOINTMENT OF THE BATCH PLANT SUPERVISOR
BATCH PLANT SUPERVISOR'S NAME

I, principal contractor/contractor name hereby appoint batch plant supervisor's name as the batch plant supervisor responsible for site address to supervise and carry out all the necessary inspections in terms of all batch plants on site.

You shall ensure that when becoming aware of any health and safety hazards in respect to batch plants that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, batch plant supervisor's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Batch plant supervisor's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 19 (2) (g) (i)
APPOINTMENT OF THE EXPLOSIVE POWERED TOOLS ISSUER
EXPLOSIVE POWERED TOOLS ISSUER'S NAME

I, principal contractor/contractor name hereby appoint explosive powered tools issuer's name as the explosive powered tools issuer responsible for site address to issue, receive and record the issuing and receiving of all cartridges and nails or studs

You shall ensure that when becoming aware of any health and safety hazards in respect to explosive powered tools that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, explosive powered tools issuer's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Explosive powered tools issuer's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 21 (1) (j)
APPOINTMENT OF THE CONSTRUCTION VEHICLES AND MOBILE PLANT INSPECTOR
CONSTRUCTION VEHICLES AND MOBILE PLANT INSPECTOR'S NAME

I, principal contractor/contractor name hereby appoint construction vehicles and mobile plant inspector's name as the construction vehicles and mobile plant inspector responsible for site address to inspect on a daily basis all construction vehicles and mobile plant.

You shall ensure that when becoming aware of any health and safety hazards in respect to construction vehicles and mobile plant that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, construction vehicles and mobile plant inspector's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Construction vehicles and mobile plant inspector's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 22 (e)
APPOINTMENT OF THE TEMPORARY ELECTRICAL INSTALLATION CONTROLLER
TEMPORARY ELECTRICAL INSTALLATION CONTROLLER'S NAME

I, principal contractor/contractor name hereby appoint temporary electrical installation controller's name as the temporary electrical installation controller responsible for site address to control all temporary electrical installations on site.

You shall ensure that when becoming aware of any health and safety hazards in respect to temporary electrical installations that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, temporary electrical installations controller's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Temporary electrical installations controller's full name Date

Annex N

(Continue)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 26 (a)
APPOINTMENT OF THE STACKING AND STORAGE SUPERVISOR
STACKING AND STORAGE SUPERVISOR'S NAME

I, principal contractor/contractor name hereby appoint stacking and storage supervisor's name as the stacking and storage supervisor responsible for site address to manage all stacking and storage on site

You shall ensure that when becoming aware of any health and safety hazards in respect to stacking and storage that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, stacking and storage supervisor's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Stacking and storage supervisor's full name Date

Annex N

(Concluded)

PLACE COMPANY LOGO

COMPANY NAME

COMPANY ADDRESS

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993
CONSTRUCTION REGULATION 27 (h)
APPOINTMENT OF THE FIRE EXTINGUISHER INSPECTOR
FIRE EXTINGUISHER INSPECTOR'S NAME

I, principal contractor/contractor name hereby appoint fire extinguisher inspector's name as the fire extinguishing inspector responsible for site address to carry out all inspections in respect to fire extinguishers

You shall ensure that when becoming aware of any health and safety hazards in respect to fire extinguishers that the necessary precautionary measures are taken and enforced.

You shall further ensure that the requirements of the Construction Regulations are at all times met. On identifying any shortfalls or hazards convey such information in writing to the construction supervisor.

This appointment is valid from date to the completion of the stipulated construction work.

……
Principal contractor's/contractor's full name Date

Kindly confirm your acceptance of this appointment by completing the following:

I, fire extinguisher inspector's full name understand the implications of the appointment as detailed above and confirm my acceptance.

……
Fire extinguisher inspector's full name Date

Annex O

REQUIREMENTS FOR A FALL PREVENTION SYSTEM

Section 1 Fall Protection required

Every employer shall ensure that workers are protected against the following hazards, unless elsewhere provided in regulations.
a. falling more than 3 metres;
b. falling from lesser height that involves an unusual risk of injury;
c. falling into operating machinery or moving parts of the machinery
d. falling into water or another liquid;
e. falling into or onto a hazardous substance or object; or,
f. falling through an opening on a work surface.

Section 2 Fall protection systems required

(1) The employer, principle contractor, or contractor shall ensure that a worker is adequately protected by a guardrail system that meets the requirements of subsection 5.
(2) Despite subsection (1), if it is not reasonably possible to install a guardrail system as that subsection requires a worker shall be adequately protected by at least one of the following methods of fall protection:
a. a retractable restraint system that meets the requirements of section 6.
b. a fall arrest system that meets the requirements of section 7
(3) The components of any system listed in subsection (2) shall be designed by a professional engineer in accordance with good engineering practice, and shall meet the requirements of any of the following National Standards of South Africa standards that are applicable:

a	SANS 50353-1	Guided type fall arresters including a rigid anchor line
b	SANS 50353-2	Guided type fall arresters including a flexible anchor line
c	SANS 50354	Lanyards
d	SANS 50355	Energy absorbers
e	SANS 50358	Work positioning systems
f	SANS 50360	Retractable type fall arresters
g	SANS 50361	Full body harnesses
h	SANS 50362	Connectors
i	SANS 50363	Fall arrest systems
j	SANS 50364	Test methods
k	SANS 50365	General requirements for instructions for use and for marking

(4) Before any use of a fall arrest system by a worker at a project, the worker's employer shall develop written procedures for rescuing the worker after his or her fall has been arrested.

Section 3 Training

An employer shall ensure that a worker who may use a fall protection system is adequately trained in its use, inspection and maintenance by a competent person.

Section 4 Protection of openings where a worker may fall in

The employer, principle contractor or contractor shall ensure that one of the following precautions is used to prevent a worker from falling through an opening on a work surface:

a. a guardrail system that meets the requirements of section 5.
b. a protective covering that,
   i. completely covers the opening,
   ii. is securely fastened,
   iii. is adequately identified as covering an opening,
   iv. is made from material adequate to support all loads to which the covering may be subjected, and
   v. is capable of supporting a live load of at least 2.4 kilo newton per square metre without exceeding the allowable unit stresses for the material used.

Section 5 Guardrail

(1) The employer, principle contractor or contractor shall ensure that a guardrail required in Section 4 is used if a worker has access to the perimeter or an open side of any of the following work surfaces
   a. a floor, including the floor of a mezzanine or balcony;
   b. the surface of a bridge;
   c. a roof while formwork is in place; or
   d. a scaffold platform or other work platform, runway or ramp, where a worker is exposed to a fall of 1.2 metres or more when a permanent installation of the guardrail is implemented, or 3 metres when a temporary installation of the guardrail is implemented.

(2) Where the installation of a guardrail is required by these regulations, an employer, contractor or owner shall ensure that the guardrail
   a. is at least 900 millimetres high and not more than 1060 millimetres above the working surface, with an intermediate rail at 450-530 millimetres
   b. is constructed and secured to resist a static load of 900 newton applied in any direction at any point on the top rail and on the intermediate rail, where one exists
   c. where it is made from wood, is free from splinters and protruding nails and to consist of
      i. a top and mid rail of at least 38 millimetres by 89 millimetres (nominal 2X4) securely supported on posts of at least 38 millimetres by 89 millimetres (nominal 2X4) and spaced at not more than 2.4 metres (8 feet); and
      ii. where there is danger of falling objects and material, a toe-board securely fastened to the posts and extending from the surface of the working area to a height of at least 125 millimetres.
   d. where it is a metal frame or wire cable guardrail, it shall to be designed, constructed and installed to offer protection equal to or greater than that provided by a wooden guardrail;

(3) An employer may cause a guardrail to be temporarily removed where necessary to facilitate work in the immediate area, if alternate protective measures have been taken to protect a worker, including
   a. the use of another fall protection system described in section 2 of this; or
   b. a safe work procedure.

Section 6 Retractable restraint system

Where a retractable restraint system is used, the employer, principle contractor or contractor shall ensure that:

a. the retractable restraint system consists of a full body harness with adequate attachment points;
b. the full body harness or is attached by a lifeline or lanyard to a fixed support that meets the requirements of section 10;
c. the length of the lifeline or the lanyard is selected such that the worker can only proceed to within approximately 1 metre of an opening or edge;
d. the retractable restraint system and its components are inspected by a competent worker before each use; and,
e. if a component of the retractable restraint system is found to be defective on inspection, the defective component is immediately taken out of service.

Section 7 Fall Arrest System

Where a fall arrest system is used, the employer, principle contractor or contractor shall ensure that:

a. the fall arrest system consists of a full body harness with adequate attachment points and a lanyard equipped with a shock absorber or similar device;
b. the fall arrest system is attached by a lifeline or by the lanyard to an independent fixed support that meets the requirements of section 10;
c. the fall arrest system is designed and arranged in accordance with the manufacturer's instructions so that a worker's free fall distance does not exceed 1 metres, excluding the increase in total fall distance resulting from the use of the shock absorber;
d. the fall arrest system is arranged so that a worker cannot hit the ground or an object or level below the work.
e. despite subsection (1), the fall arrest system shall not include a shock absorber if wearing or using one could cause a worker to hit the ground or an object or level below the work;
f. the fall arrest system shall not subject a worker who falls to a peak dynamic fall arrest force greater than 8 kilo newton;
g. the fall arrest system and its components are inspected by a competent worker before each use;
h. if a component of the fall arrest system is found to be defective on inspection, the defective component is immediately to be taken out of service; and,
i. if a worker who is using the fall arrest system falls, the system shall be immediately removed from service and shall not be used again by a worker unless all components of the system have been certified by the manufacturer as being safe for reuse.

Section 8 Full-body harness

Where a full-body harness is required by this regulation, an employer or principle contractor, or contractor shall ensure that:

a. the full-body harness meets the requirements of the SANS 50361;
b. the full-body harness and connecting linkage are used and maintained as per manufacturer specifications;
c. the full-body harness is properly fitted to the worker;
d. the worker is trained in the safe use of the full-body harness; and
e. the worker inspects the full-body harness daily or before each use.

Section 9 Lanyards

An employer or principle contractor, or contractor shall ensure that a lanyard:

a. complies with SANS 50354;
b. is as short as work conditions permit;
c. is equipped with an approved shock absorbing device that meets the requirements of SANS 50355;
d. is equipped with suitable snap hooks;
e. is used and maintained in accordance with the manufacturer specifications; and
f. is used by only one worker at a time.

Section 10 Anchorage requirements

(1) The employer, principle contractor or contractor shall ensure that a permanent anchorage system is used as the fixed support in a fall arrest system, fall restricting system or retractable restraint system if the following conditions are met:

a. an anchor system has to be installed as directed by a Professional Engineer in accordance to the National Building Regulations;
b. it is safe and practical to use the anchor system as the fixed support; and,
c. the anchor must be capable of supporting minimum static load of 17.8 kN (4000lbs) in any direction for each worker attached.

(2) If the conditions set out in subsection (1) are not met, a temporary fixed support shall be used that meets the following requirements:

a. subject to clause (b), a support used in a fall arrest system shall be capable of supporting a static force of at least 8 kilo newton without exceeding the allowable unit stress for each material used;
b. if a shock absorber is also used in the fall arrest system, the support shall be capable of supporting a static force of at least 6 kilo newton without exceeding the allowable unit stress for each material used;
c. subject to clause (d), a support used in a fall restricting system must be capable of supporting a static force of at least 6 kilo newton without exceeding the allowable unit stress for each material used;
d. clause (c) does not apply to a support that is used in accordance with the manufacturer's written instructions and is adequate to protect a worker; and
e. a support used in a travel restraint system shall be capable of supporting a static force of at least 2 kilo newton without exceeding the allowable unit stress for each material used.

(3) Despite the requirements listed in subsection (2), the support capacity of a temporary fixed support used in a fall protection system may be determined by dynamic testing approved by a professional engineer to ensure that the temporary fixed support has adequate capacity to arrest a worker's fall.

(4) A fixed support shall not have any sharp edges that could cut, chafe or abrade the connection between it and another component of the system.

(5) If the fall arrest system is used for protecting workers on powered mobile equipment, the anchor shall be specified by the manufacturer of the equipment.

(6) The owner of a building in excess of 5 stories or 15 metres in height shall provide permanent perimeter guarding or protection at roof level which shall consist of:

a. a continuous parapet, guardrail or fencing not less than 1 metre in height, or
b. lifeline anchors meeting the following criteria:
   i. each anchor shall be capable of resisting a force of 17.8 KN (4,000pounds) in any direction;
   ii. each anchor shall be made of stainless steel, monel or other corrosion-resistant materials;
   iii. there shall be one anchor set back a minimum of 3 meters (10 feet) from the edge of the roof for each 6(20) linear meters (feet) of unprotected roof edge, and,

iv. where eyebolt is used as an anchor, the interior opening of the eye shall be at least 38 mm (1 1/2 inches).

(7) The owner of all new buildings shall install permanent fall protection for the maintenance of the building exterior, if the building is greater than 15 metres.

Section 11 Lifeline requirements

(1) Unless otherwise specifically provided, where these regulations require the use of a lifeline, an employer or principle contractor/contractor shall ensure that the lifeline:
- a. is suitable for the conditions in which the lifeline is to be used, having regard to factors including strength, abrasion resistance, extensibility and chemical stability;
- b. is used in accordance with the SANS 50363;
- c. is free of imperfections, knots and splices, other than end terminations;
- d. is protected by padding where the lifeline passes over sharp edges;
- e. is protected from heat, flame or abrasive or corrosive materials during use;
- f. is fastened to a secure anchor point as per section 10; and,
- g. is maintained as per manufacturer specifications.

(2) An employer principle contractor or contractor shall ensure that where a vertical lifeline is used:
- a. the lower end extends to the ground or to a safe landing;
- b. the lifeline is protected at the lower end to ensure that the line cannot be fouled by any equipment; and,
- c. it is selected and maintained as per in order to meet the specifications of the SANS 50363;

(3) Unless otherwise specifically provided, an employer, principle contractor or contractor shall ensure that a horizontal lifeline system:
- a. is designed by a professional engineer in accordance with good engineering practice, and the design shall
  - (i) show the arrangement of the system including the anchorage or fixed support system,
  - (ii) indicate the components used,
  - (iii) state the number of workers that can safely be attached to it,
  - (iv) set out instructions for installation or erection, and
  - (v) show the design loads for the system;
- b. is installed or erected, and maintained, in accordance with the professional engineer's design;
- c. is inspected by a professional engineer or a competent worker designated by a supervisor, each time that is used; and,
- d. has design drawings at the project site when the system is in use.

Section 12 Inspection of fall prevention and protection system components.

(1) Where the use of a body harness, connecting linkage, fall- arresting device, full-body harness or lifeline is required by these regulations, an employer, principle contractor or contractor shall ensure that a competent person:
- a. inspects the body harness, connecting linkage, fall-arresting device, full-body harness or lifeline:
  - (i) annually; and
  - (ii) after the body harness, connecting linkage, fall- arresting device, full-body harness or lifeline has sustained fall is taken out of service of service;
- b. determines whether the body harness, connecting linkage, fall-arresting device, full-body harness or lifeline is safe for continued use.

(2) An employer, principle contractor or contractor shall ensure that a worker inspects the body harness, connecting linkage, fall arresting device, full-body harness or lifeline before each use and where a defect or unsafe condition that may create a hazard to a worker is identified in a body harness, connecting linkage, fall-arresting device, full- body harness or lifeline exists that steps are

taken immediately to protect the health and safety of any worker who may be at risk until the defect is replaced or the unsafe condition is corrected

Section 13 Workers responsibilities re lifeline etc.

(1) Before using a lifeline or lanyard, a worker shall ensure that the lifeline or lanyard:
a. is free of imperfections, knots and splices, other than end terminations;
b. is protected by padding where the lifeline or lanyard passes over sharp edges; and
c. is protected from heat, flame or abrasive or corrosive materials during use.
(2) Before using a vertical lifeline, a worker shall ensure that:
a. the lower end extends to the ground or to a safe landing; and
b. the lifeline is protected at the lower end to ensure that the line cannot be fouled by any equipment.
(3) Before using a full-body harness, a worker shall ensure that the full-body harness:
a. is properly adjusted to fit the worker securely; and
b. is attached by means of a connecting linkage to a fixed anchor point or a lifeline.
(4) A worker who uses a full-body harness and connecting linkage shall ensure that the connecting linkage is attached to a fall-arresting device, lifeline or a fixed anchor point.

Section 14 Fall prevention on steel frame structure

The owner or where applicable, principle contractor of a steel frames structure shall ensure that the structure is designed by Professional Engineer and permanent fall protection measures are provided for the erection that consists of:
(a) double connections at columns and/or at beam webs over a column; (When two structural members on opposite sides of a column web, or a beam web over a column, are connected sharing a common holes, at least one bolt with its wrench-tight nut shall remain connected to the first member unless a shop-attached or field-attached seat or equivalent connection device is supplied with the member to secure the first member and prevent the column from being displaced);
(b) minimum four anchor bolts per column; and
(c) perimeter columns extended minimum 1.0 metres above the finished floor to permit installation of perimeter safety cables.

3 Supporting Clauses

Index of Supporting Clauses

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3.1 Scope

3.1.1 Purpose

The purpose of this procedure is to set out the minimum requirements to ensure compliance with legislation and Eskom standards and procedures, which have to be maintained by Contractors, Sub-contractors and Transmission during construction and maintenance work on Transmission sites and premises.

3.1.2 Applicability

This procedure is applicable to all Business Units' in Transmission as well as all Contractors.

3.1 Normative/Informative References

3.2.1 Normative

The following documents contain provisions that, through reference in the text, constitute requirements of this procedure. At the time of publication, the editions indicated were valid. All standards and specifications are subject to revision, and parties to agreements based on this procedure are encouraged to investigate the possibility of applying the most recent editions of the documents listed below.
Information on currently valid national and international standards and specifications can be obtained from the Eskom Documentation Centre at Simmerpan**.**

- ESKPVAAZ1: Rev.1, *Environmental management programme*.
- ESKPVABN9: Rev.2, *The reporting, recording and investigation incidents*
- ESKPVAEY6 Rev.0, *Operating Regulations for High Voltage Systems (ORHVS).*
- TST0015 Rev.0, Training, Assess and Authorisation of Persons for the Operating and Maintenance of the Power System
- TRMINABH1 Rev.0, Safety instructions to be adhered to when working on equipment containing porcelain.
- TRMASAQ9 Rev.0, Quality Assurance Requirements for the Procurement of Assets, Goods and Services
- Occupational Health and Safety Act No.85 of 1993 (as amended)
- Compensation for Occupational Injuries and Diseases Act 130 of 1993 (COID)
- National Environmental Management Act No.107 of 1998
- National Veld and Forrest Fire Act No. 101 of 1998
- ISO 9001 :2004
- ISO 14001 :
- TX BMS MANUAL TRMAMAAC6 3.2. 2

3.2.2 Informative

Occupational Health and Safety Act No.85 of 1993 (as amended)

A practical guide to the Construction Regulations

3.3 Definitions

All definitions in ESKPVAEY6 Rev.0 (Operating Regulations for High Voltage Systems) are applicable to the procedure as well as the following:

3.3.1 Agent: Any person who acts as a representative for a client.

3.3.2 Client: Any person for whom construction work is performed.

3.3.3 Construction work: Means any work in connection with—

(a) the erection, maintenance, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure;

(b) the installation, erection, dismantling or maintenance of fixed plant where such work includes the risk of a person falling;

(c) the construction, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system or any similar civil engineering structure; or

(d) the moving of earth, clearing of land, the making of an excavation, piling, or any similar type of work.

3.3.4 Contractor: A Contractor is a registered business or employer to whom the contract is awarded and it does not include Sub-contractor(s). The Contractor is accountable to ensure that all Sub-contractors adhere to all aspects as prescribed in this standard.

3.3.5 Contractor's or sub-contractor's management: The management of the company that the contract is awarded to.

3.3.6 Contractor's employees: A Contractors' employees are all those persons employed by the contractor to perform the work stipulated in the contract and who are remunerated by the Contractor, including sub-contractors.

3.3.7 Competent Person: In relation to construction work, means any person having the knowledge, training and experience specific to the work or task being performed: Provided that where appropriate qualifications and training are registered in terms of the provisions of the South African Qualifications Authority Act, 1995 (Act No. 58 of 1995), these qualifications and training shall be deemed to be the required qualifications and training;

3.3.8 Demolish: Means to pull or knock down (destroy) and not for re-use.

3.3.9 Dismantle: Means to take it apart for it to be re-used or sold.

3.3.10 Employer: Any person who employs or provides work for any person and remunerates that person or expressly or tacitly undertakes to remunerate him.

3.3.11 GMR 2(1) Appointee: A competent person appointed in terms of Occupational Health and Safety Act, Act 85:1993, to supervise the safe use of machinery.

3.3.12 Incident: An incident is an undesired accidental event, that results in injury, damage or loss.

3.3.13 Mandatary: Includes an agent, a contractor or a sub-contractor for work, but without derogating from his status in his own right as an employer or user.

3.3.14 Principal Contractor (P.C.) - It means an employer, as defined in section 1 of the Act, who performs construction work and is appointed by the client to be in overall control and management of the whole of a construction site, which the PC is contracted to. In cases where construction work is performed within Eskom by internal Eskom departments, these internal Eskom departments will be regarded as principal contractors but it is not the employer in its own right.

3.3.15 Risk Auditing System (RAS): RAS is an Eskom, computer based auditing system. With the exception of risk finance, RAS covers all risk control disciplines such as safety, health, security, operating, maintenance and fire.

3.3.16 Risk Management: Risk Management includes all activities related to accident prevention, fire prevention and protection, occupational hygiene, damage control, public safety, emergency preparedness and environmental management.

3.4 Abbreviations

None used

3.5 Roles and Responsibilities

See document content point 5.

3.6 Implementation Date

The implementation date is 1st July 2006

3.7 Process for monitoring

None.

3.8 Related/Supporting Documents

Replace document TST0013

4 Authorisation

This document has been seen and accepted by:

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5 Revisions

REVISION INFORMATION

Rev	Description	Date
00	New Document	1997
01	Document Revised	April 1999
02	Document Revised	July 2002
03	Revised to be fully compliant with the Construction Regulations	Dec. 2005
00	Document number changed to TST0013 Rev. 0	Dec. 2005
00	Added Requirements for a fall Prevention System. And number change	July 2006

6 Development team

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