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|  | <b>Kriel Power Station OHS<br/>SPECIFICATION FOR</b><br><br><b>LOW RISK</b><br><b>ACTIVITIES/SERVICES</b> | Template Identifier | 32-726-11T    | Rev | 1 |
|   |   | Document Identifier | 555-RSR2033   | Rev | 1 |
|   |   | Effective Date      | November 2023 |     |   |

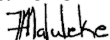
**Project Address: Kriel Power Station**

**Scope of the project:** Supply, delivery and servicing custom made hearing protection devices at Kriel Power Station on an as when required basis for a period of five years.

Eskom **Contract's Manager/End User**

Name: Miyelani Maluleke


Date: 28/08/2025

Signature: 

Eskom's Acting **OHS/SHE** Manager

Name: Gift Mamize

Date: 28/08/2025

Signature: 


Eskom's Procurement **Manager /Officer**

Name: Sandile Sikhakhane

Eskom's **OHS/SHE** Officer

Name: Phumzile Tsotetsi


Date: 28/08/2025

Signature: 

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## 1. INTRODUCTION

Eskom's responsibility and commitment is to ensure a safe working environment is in line with its Safety, Health, Environmental, and Quality (SHEQ) Policy and applicable legislative obligations. This OHS specification is Eskom Generation's minimum requirements which are required to be met for the duration of the contract period by contractors/suppliers and, where required, the delivery organisation. The main contractor is expected to develop an OHS plan that meets these requirements as well as all the relevant applicable legislation that they conform to. Eskom in no way assumes the contractor's legal responsibilities and liabilities. The contractor is and remains accountable for the quality and execution of their health and safety programme for their employees and appointed contractor employees. This OHS specification reflects minimum requirements and should not be construed as all-encompassing.

**Note 1: All the requirements listed hereunder are in relation to the contract and do not supersede or replace any organizational OHS requirements.**

Where requirements listed are already in place, then the organizational requirements must be taken cognisance of and listed in the respective OHS plans. If there are any additional Eskom and/or legislative requirements listed in the OHS specification, then these must be addressed.

## 2. SUPPORTING CLAUSES

### 2.1 Scope

This OHS specification lists the legislative and Eskom requirements and, where applicable, any requirements pertaining to local authorities, municipal by-laws, or environmental legislation that must be met by the contractor.

#### 2.1.1 Purpose

This document will provide OHS specifications for business contracts, standards, and NEC 3 at Kriel Power Station.

#### 2.1.2 Applicability

This OHS specification is applicable to any contracting organisation that intends to respond to Eskom Kriel Power Station's tender/enquiry with the intention of entering into a contract.


## 2.2 NORMATIVE/INFORMATIVE REFERENCES

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

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### 2.2.1 Normative

- [1] Basic Conditions of Employment Act No 75 of 1997.
- [2] OHS Act "Regulations on Hazardous Work by Children in South Africa"
- [3] National Environmental Management Act 107 of 1998.
- [4] National Road Traffic Act 93 of 1996.
- [5] 32-37 Eskom Substance Abuse Procedure.
- [6] 32-136 Contractor Health and Safety Requirements
- [7] 240-62196227 Life- saving Rules
- [8] 32-95 Environmental, Occupational Health and Safety Incident Management Procedure
- [9] 32-727 SHEQ Policy
- [10] 240-62946386 Vehicle and Driver Safety Management Procedure
- [11] 32-520 Risk Assessment procedure
- [12] ISO 45001:2018
- [13] Eskom Covid-19 policy
- [14] National Disaster Management Act 57 of 2002
- [15] 240-441751321 Eskom Personal Protective Equipment Specification

### 2.2.2 Informative

- [1] Tobacco Products Control Act 83 of 1993 (Updated 2011.05.19)
- [2] SANS 1186 Symbolic Safety Signs
- [3] Constitution of the Republic of South Africa No 108 of 1996
- [4] DmN 34-110 Operating A Vehicle Mounted Crane


## 2.3 DEFINITIONS

| Definition                      | Explanation  |
|---------------------------------|--|
| <b>Appointed contractor</b>     | Means a contractor appointed by the Main contractor  |
| <b>Baseline risk assessment</b> | (32-520) baseline operational risks refer to the health and safety risks associated with all standard processes and routine activities in the business   |
| <b>Business unit (BU)</b>       | (32-296) means any defined unit within the Eskom environment, operating as a business under a particular cost-centre number. In the context of this document and in terms of health and safety, any reference to a BU includes a defined unit within any Eskom division and its subsidiaries |
| <b>Client</b>                   | (OHS Act) Eskom representative (Internal – Asset Owner), also referred to as the contract administrator/custodian or agent or project manager (as defined in the contract). He/she is the person   |

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| Definition  | Explanation   |
|---|---|
|   | responsible for ensuring that the works or services are executed in terms of the contract, as well as adherence to legislation pertaining to the contract.  |
| <b>Competent person</b>                             | (OHS Act) means any person having the knowledge, training, experience, and qualifications, specific to the work or task being performed, provided that, where appropriate, qualifications and training are registered in terms of the South African Qualifications Authority Act, 1995 (Act No. 58 of 1995)   |
| <b>Contract's Manager/End User</b>                  | The person defined in a contract as the Eskom representative, for example, the project manager/contract custodian, that is, the person responsible for managing the contract and ensuring that the works or services are executed in terms of the contract.   |
| <b>Consultant</b>                                   | means a person providing professional advice  |
| <b>Controlled disclosure</b>                        | controlled disclosure to external parties (either enforced by law or discretionary)   |
| <b>Duty of care to the environment</b>              | (32-136) anybody who causes or has caused or may cause significant pollution or degradation of the environment must take reasonable measures to prevent such pollution or degradation from occurring, continuing, or recurring. If such harm to the environment is authorised by law or cannot reasonably be avoided or stopped, such person must minimise and rectify such pollution or degradation of the environment |
| <b>Employee</b>                                     | (OHS Act) means, subject to the provisions of subsection (2), any person who is employed by or works for an employer and who receives or is entitled to receive any remuneration or who works under the direction or supervision of an employer or any other person   |
| <b>Employer</b>                                     | (OHS Act) means, subject to the provisions of subsection (2), any person who employs or provides work for any person and remunerates that person or expressly or tacitly undertakes to remunerate him/her, but excludes a TES (ex labour broker) as defined in section 1(1) of the Labour Relations Act 1956 (Act No. 28 of 1956)   |
| <b>Eskom requirements</b>                           | Eskom requirements flowing from directives, policies, standards, procedures, specifications, work instructions, guidelines, or manuals  |
| <b>Occupational Health and safety file</b>          | (OHS Act) means a file or other record in permanent form, containing the information required in relation to the contract.  |
| <b>Health and safety plan</b>                       | (OHS Act) means a document plan that addresses hazards identified and includes safe work procedures to mitigate, reduce, or control hazards identified  |
| <b>Occupational Health and safety specification</b> | (OHS Act) means a document specification of all health and safety requirements pertaining to associated to a contract, so as to ensure the health and safety of persons.  |

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| Definition   | Explanation   |
|--|---|
| <b>Occupational Health and safety requirements</b> | means comprehensive health and safety requirements for a contract, project, site, and scope of work. This specification is intended to ensure the health and safety of persons, both workers and the public, and the duty of care to the environment. The health and safety requirements must be specific to each contract, project, site, and scope of work  |
| <b>Lifesaving Rules</b>                            | (240-62196227) a rule that, if not adhered to, has the potential to cause serious harm to people  |
| <b>Medical Certificate of fitness</b>              | (OHS Act) means a certificate valid for one year, issued by an occupational health practitioner, issued in terms of the regulations, whom shall be registered with the Health Professions Council of South Africa   |
| <b>National Enquiries/contracts</b>                | sourcing of services providers/contractors at the divisional level and not at BU level thorough tendering, request for price etc  |
| <b>Organisation</b>                                | may be defined as a group of individuals (large of small) that is cooperating under the direction of executive leadership in accomplishment of certain common objects   |
| <b>Main contractor</b>                             | (In the text of this document) Means an employer, as defined in section 1 of the OHS Act, who intends to tender for or has signed a contract with Eskom for services rendered.  |
| <b>Provincial director</b>                         | (OHS Act) means the provincial director as defined in Regulation 1 of the General Administrative Regulations under the Act  |
| <b>Risk assessment</b>                             | (OHS Act) means a programme to determine any risk associated with any hazard at a construction site in order to identify the steps needed to be taken to remove, reduce, or control such hazard.  |
| <b>Service provider</b>                            | any private person or legal entity that provides any service(s) to Eskom for compensation   |
| <b>Subsidiary</b>                                  | (32-94) an enterprise controlled by another (called the parent) through the ownership of greater than 50% of its voting stock   |
| <b>Supplier</b>                                    | (32-1034) means a natural or legal person who renders a service and may include the following current or potential supplier vendor, contractor, consultant  |
| <b>Task</b>  | (34-227) a segment of work that requires a set of specific and distinct actions for its completion  |
| <b>Toolbox talks</b>                               | (34-227) where the team leader, after conducting pre-task planning, shares all the tasks at hand and discusses task allocation, the identified risks, and the control measures with all his/her team members on site before commencing a specific task and documenting the agreed strategy. (This shall be done to ensure common understanding of the tasks, risks, and control measures required.) |

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| Definition     | Explanation  |
|----------------|--|
| <b>The Act</b> | (OHS Act) means the Occupational Health and Safety Act No. 85 of 1993, as amended, and the Regulations thereto |
| <b>Visitor</b> | any person visiting a workplace with the knowledge of, or under the supervision of, an employer.               |

## 2.4 ABBREVIATIONS

| Abbreviation    | Description   |
|-----------------|---|
| <b>BU</b>       | Business Unit   |
| <b>CE</b>       | Chief Executive   |
| <b>COID Act</b> | Compensation for Occupational Injuries and Diseases Act                                       |
| <b>DEL</b>      | Department of Employment and Labour (Inspection and Enforcement services – Provincial office) |
| <b>ERfW</b>     | Environmental Regulations for Workplaces  |
| <b>GAR</b>      | General Administrative Regulations  |
| <b>GSR</b>      | General Safety Regulations  |
| <b>LDV</b>      | Light Delivery Vehicle  |
| <b>MSDS</b>     | Material Safety Data Sheets   |
| <b>OHS Act</b>  | Occupational Health and Safety Act and Regulations, 85 of 1993                                |
| <b>O&amp;M</b>  | Operating and Maintenance   |
| <b>LoG</b>      | (COID) Letter of Good Standing  |
| <b>SABS</b>     | South African Bureau Standard   |
| <b>SANS</b>     | South African National Standard   |

## 2.5 RELATED/SUPPORTING DOCUMENTS


Section 37(2) of the OHS Act requires Eskom to sign an agreement and include it in the OHS file for evaluation prior to the start of work. OHS department will issue the 37(2) agreement to the project manager/end user who will facilitate the signing of the document by Eskom and contractor representatives.

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### 3. DOCUMENT CONTENT

#### 3.1 SCOPE OF WORK

Supply, delivery and servicing custom made hearing protection devices at Kriel Power Station on an as when required basis for a period of five years.

#### 3.2 LEGAL COMPLIANCE

##### 3.2.1 Section 37(2) (Legal) Agreement

A section 37(2) agreement must be signed between Eskom and the main contractor at the time of submitting the safety file. The original copy of the section 37(2) agreement must be retained by the main contractor, and a copy must be retained by the responsible project manager/end user. A copy of all the agreements must form part of the respective contractor's OHS file.

##### 3.2.2 Hazardous Work by Children (Child Labour)

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

1. *being protected from exploitative labour practices.*
2. *not be required or permitted to perform work or provide services that*
3. *are inappropriate for a person of that child's age; or*
4. *This places at risk the child's well-being, education, physical or mental health, or spiritual, moral, or social development* and the Basic Conditions of Employment Act, Chapter six, Section 43, "Prohibition of employment of children."

Before resorting to the use of child labour, due consideration must be given to the child's constitutional rights. Where work is being performed which is not prohibited in terms of the constitution, then such work must be conducted in terms of the OHS Act "Regulations on Hazardous Work by Children in South Africa" with emphasis on paragraph 2: Purpose and Interpretation. Eskom does not condone the use of child labour and, therefore, all effort must be exercised, and child labour should not be used.


##### 3.2.3 OHS Act

The main contractor shall have an up-to-date copy of the OHS Act and regulations which will be available to all employees.

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### 3.2.4 COID

The Main contractor shall be registered with an appropriate employment compensation commissioner and have available a valid letter of good standing (LoG) from such commissioner. The obligation lies with the contractors to ensure that the LoG remain valid throughout the contract period. A copy of the LoG must be filed in the contractor OHS files.

### 3.2.5 Legislative Compliance

All contractors will comply with all the legislation pertaining to this contract being:  
The Main contractor and all appointed contractors will comply with all the legislation pertaining to this project being:

- The Constitution of the Republic of South Africa (particularly Section 24 of the Bill of Rights).
- Occupational Health and Safety Act 1993 (Act 85 of 1993) and its Regulations.
- National Environmental Management Act 1998 (Act 107 of 1998).
- Environment Conservation Act 1989 (Act 73 of 1989).
- National Water Act 1998 (Act 36 of 1998).
- Civil and Building Work Act.
- National Road Traffic Act 93 of 1996.
- Compensation for Occupational Injuries and Diseases Act.
- SANS Standards –Contractor shall use the relative standards applicable to the project.

## 3.3 ESKOM REQUIREMENTS

The main contractors shall, before commencement of the project ensure that all their employees are familiar with the relevant Eskom OHS documentation that is applicable to contract services.

### 3.3.1 Appointment of a Contractor

The Main contractor will be appointed by Eskom on the awarding of the contract and will be responsible and accountable for all legislative and Eskom requirements for the duration of the contract.


### 3.3.2 SHEQ Policy

SHEQ policy is a statement of intent and a commitment by the organization's CE and senior management in relation to the relevant OHS roles and responsibilities, the achievement of their strategic objectives, and values of integrity, customer satisfaction, excellence, and innovation. The main contractor, if not already in place, will be required to compile an organisational SHEQ policy in line with their OHS responsibilities. The policy must be signed by the organisation's CE or the appointed assistant to the CE, OHS Act Section 16(2). The policy must be displayed in a prominent place within the workplace. A copy of the policy must be filed in the contractor's OHS files and attached as an annexure to the OHS Plan.

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### 3.3.3 Covid -19 policy

Due to the current pandemic the contractors are required to submit the Covid policy signed by the most senior person. The policy must be displayed in a prominent place within the workplace. A copy of the policy must be filed in the contractor's OHS files and attached as an annexure to the OHS Plan.

### 3.3.4 Covid -19 requirements

Covid-19 costs are not for profit making purpose and Eskom reserves the right to accept and/or decline the list of PPE which will be listed in the detailed Covid-19 costs. Due to the current pandemic the contractors are required to provide Eskom with a Covid-19 risk assessment and a detailed plan on how to prevent the spread of the virus and what control measures will be put in place to protect Eskom employees and members of the public. The risk assessment must include the following but not limited to, adherence to Covid-19 protocols in designated smoking areas. Covid-19 costs are applicable for the duration of the pandemic and the Covid-19 costs will be ceased once the country has declared that Covid-19 is no more a pandemic. The contractors have an obligation to comply with the National Disaster Management Act including the appointment of the Compliance Officer.

### 3.3.5 Eskom Life-saving Rules

1. Eskom places a high value on health and safety and urges every organization that undertakes work for Eskom to do the same.
2. Eskom has developed five life-saving guidelines that will apply to all Eskom employees, agents, consultants, and contractors. Any Eskom employee or employee of a Main Contractor who fails to follow these rules would be deemed a serious violation. These rules are in place to protect any employee, labour broker, or contractor working from significant injury or death.
3. If any contractual work (including delivery of any product) is to be undertaken on Eskom premises, the rules shall be obeyed by any contractor and their employees.

The rules are:

#### **RULE 1: OPEN, ISOLATE, TEST, EARTH AND CREATE AN EQUIPOTENTIAL ZONE BEFORE TOUCH**


To ensure a safe electrical work environment, no person may work/operate on, around or near any electrical network, line or apparatus, electrically connected to the power system and/or electrically charged and/or not electrically charged unless:

- a) He/she is trained and authorised as competent for the task to be done;
- b) There is a valid permit to work where required and they are being supervised by a competent person;
- c) A pre-task risk assessment to identify all risks and hazards has been conducted before any work commences;

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- d) He/she follows the requirements on OPEN, ISOLATE, TEST, EARTH, AND CREATE AN EQUIPOTENTIAL ZONE BEFORE TOUCH, based on applicable/related standards, procedures and outcome of risk assessment fit for the type of work or task to be performed;
- e) The work area shall be within the equipotential zone, with the working earth visible at all times.
- f) The authorised person has physically shown all team members that the apparatus is safe to work on;
- g) He/she makes the specific electrical environment safe before performing the work; and
- h) All the appropriate PPE (including face shield and insulated gloves for 1low voltage work) are worn.

**Note:** The equipotential zone is only applicable for work being done on medium and high voltage apparatus.

## RULE 2: HOOK UP AT HEIGHT

Working at height is a significant part of work in Eskom Holdings and is regarded as a high-risk activity, as a result, all precautions must be taken to prevent incidents while working at height.

Wherever reasonably practicable, preference must be given to the performance of work at ground level as opposed to work in an elevated position. Where work in an elevated position is necessary, the requirements in this document and all other Eskom requirements pertaining to working from height shall apply.

No person may work at height where there is a risk of falling unless:

- a) A Fall Protection Plan has been developed by a trained fall protection plan developer and communicated to all employees working at height based on the scope of work/task;
- b) He/she is medically fit to work at height;
- c) He/she is trained in accordance with Eskom's requirements for working at height
- d) A pre-task-specific work at height risk assessment to identify all risks and hazards has been conducted and communicated to all participants before commencing any work of this nature;
- e) He/she appropriately conducts work as determined by the risk assessment;
- f) He/she is appropriately secured during ascending and descending where applicable; and
- g) He/she is using an Eskom-approved fall arrest system where applicable.

## RULE 3: BUCKLE UP

Where required, the proper wearing of seat belts for any driver, operator and passenger is mandatory in all vehicles/equipment when driving and/or travelling for Eskom business purposes. The driver is obligated to ensure that he/she as well as all passengers are properly seated and wearing their seatbelts at all times while being transported in the vehicle, as per Eskom specifications.


**Note:** This rule is applicable on any road or parking lot, irrespective of the speed, and when the vehicle moves in a forward or backward direction.

## RULE 4: BE SOBER

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No person who is under the influence or who appears to be under the influence of intoxicating liquor or drugs will be permitted to enter or remain on an Eskom site conduct Eskom business or drive/operate a vehicle/equipment for Eskom business purposes.

This includes any level of alcohol or the presence of any drugs, controlled substances, and/or illegal substances in the body that impairs or could impair mental and physical functioning, irrespective of when the substance was used.

## **RULE 5: ENSURE THAT YOU HAVE A PERMIT TO WORK**

No person shall work without the required Permit to Work (PTW), which is governed by but not limited to:

Plant Safety Regulations; or

Operating Regulations for High Voltage Systems (ORHVS) (handover or permit); or

Low Voltage Operating Regulations; or

Any other activity where a permit is required, for example, driver and statutory permits.

No apparatus is to be returned to service without the cancellation of all permits on that plant in accordance with procedure, unless permission is granted for a particular plant to be returned to service with permits still open, like in the case of redundant systems.

**NOTE:** In the case of live work, a "Live Work Declaration Form" is to be completed by the authorised person, who is the person responsible for the safe execution of work according to relevant standards and procedures.

## **RULE 6: ENSURE SAFE LIVE WORKING**

To ensure safe live work, each live worker shall:

Ensure all live work basic principles are adhered to, as outlined (for the method being used) in the High Voltage Live Working Standard for the respective division.

Observe and maintain the minimum approach distance (MAD).

Only perform live work (never mix live and dead work on the same site at the same time – Refer to ORHVS Section 7 and 5 handouts respectively).

Perform tasks they are authorised for and only undertake tasks that are documented in the respective Task Manual (TM). Only work on one potential (voltage) at a time.

Eskom Kriel Power station will take a zero-tolerance approach to these policies.

Noncompliance to Life-saving rules is regarded serious misconduct and will result in serious disciplinary action, which may include dismissal.


This is to ensure that everyone who works on or visits an Eskom Kriel Power station facility returns home to their families safely.

Eskom will take a zero-tolerance approach to these rules.

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Noncompliance to Life-saving rules is regarded serious misconduct and will result in serious disciplinary action, which may include dismissal.

This is to ensure that everyone who works on or visits an Eskom facility returns home to their families safely.

### 3.3.6 Substance abuse

1. Alcohol and substance abuse are serious threats to any business, especially when it comes to workplace accidents and car driving. As a result, Eskom has the right to take reasonable procedures to identify and prohibit drunk people from entering the company.
2. General Safety Regulation 2A specifies the legal position on intoxication.
3. The allowable alcohol and drug level is 0%.
4. All contractors must follow Eskom's procedure 32-37 ("Substance Abuse Procedure"), taking into account that this is an Eskom Life-saving Rule number 4: (BE SOBER), and anyone entering the Eskom site will be subjected to ad hoc alcohol testing if the BU has self-alcohol testing equipment.
5. Contractors are invited to develop their own manual and test their own employees for alcohol on a regular basis.
6. Test results must be marked "Confidential" and kept in the employee's personal file.
7. Eskom's life-saving rules must be included in the induction process.
8. All employees involved in the scope of work must sign the Life-saving rule pledge before commencement of work.

## 3.4 CONTRACTOR ORGANISATIONAL STRUCTURE

### 3.4.1 Main Contractor Organogram

The Main contractor must provide an organisational organogram related to this contract, depicting all the levels of responsibility from the CE down to the supervisors responsible for the contract. List the relevant positions held, names of appointees and legal appointments.

The Main contractor is responsible for keeping copies of all the organograms' as well as submitting them with the OHS plan. All organograms shall be updated timeously when appointments are changed.

This diagram must be signed off by the 16.1 or 16.2 and kept up to date and filed in the project OHS files.

## 3.5 OHS TRAINING


1. The Main contractor, when making a bid for this project shall provide a breakdown list of the OHS training requirements and the costing of such requirements

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- The scope of training includes but is not limited to the type of work being performed and the relevant procedures.
- Where legislative and Eskom recommended appointments are made, the relevant training shall be given to those appointees prior to the acceptance of those appointments.
- When there is an amendment to the Acts and/or to the regulations, OHS specification and OHS plan, all affected staff shall undergo the applicable in-house refresher training.
- Appropriate time must be set aside for training (induction and other) of all employees.
- Records of all training and qualifications of all contractor employees must be kept on the OHS file.

### 3.5.1 Induction training

- The Main contractor shall ensure that all his / her employees, appointed contractors and their employees have undergone the Eskom OHS induction training prior to commencing work on site.
- Attendance registers must be completed of any induction training given, which must indicate that they have received and understood the induction training.
- Prior to attending the induction training, all employees must undergo a pre-employment medical examination and found fit for duty. A copy of the certificate of fitness must be kept in the OHS file on site for the duration of the contract.
- All employees and visitors on site shall carry the proof of induction training in the form of access cards.
- It is the contractor's responsibility to keep records of induction training.

### 3.5.2 Contractor induction training

The Main contractor shall ensure that all his / her employees employees undergo site specific work induction with regard to the approved project OHS plan, hazards prevalent on the work site, scope specific risk assessment, rules and regulations, and other related aspects.

### 3.5.3 Visitors to site induction


- Visitors to the site shall be required to undergo and comply with the Eskom site-specific safety induction prior to being allowed access to site.
- All visitors must remain in the care and custody of a person (host) who has been properly inducted. No visitors are permitted to undertake any work onsite, of any nature.
- Visitors who have completed site induction must be provided with a record of proof of Induction training.

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### 3.6 SMOKING

The national smoking policy must be observed, and smoking is permitted in designated areas only (Eskom Smoking Procedure 32-36).

### 3.7 CELLULAR PHONES

The national requirements regarding the use of cellular phones must be observed, when driving.

### 3.8 OCCUPATIONAL HEALTH AND MEDICAL ASSESSMENTS

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

1. Main contractors must ensure that their employees have a valid medical fitness certificate.
2. In order for the appropriate medical examinations to be conducted, each employee must have a man job specification, which must indicate the description of work, list of hazards and potential occupational exposure limits, physical hazards and required physical attributes.
3. The Main Contractor must ensure that his / her employees have undergone pre-entry medical examination before starting work on the contract.
4. Medical fitness certificates shall be renewed annually for employees who are working on site. This shall be maintained until completion of the contract.
5. The Main contractor shall provide a documented process for managing those employees who are issued with a conditional certificate of fitness.
6. The contractor shall include in the OHS file the record of the employees exit medical fitness certificates as and when their employees leave the company.

### 3.9 ROLES AND RESPONSIBILITIES

All contractors are required to list employee's roles and responsibilities pertaining to the contract.

### 3.10 RISK ASSESSMENTS


It is a legal requirement in terms of Section 8 (2)(d) of the OHS Act for an employer to carry out risk assessments, to establish which risks and hazards are attached to the health and safety of persons due to any work which is performed, any article or substance which is, handled, stored, transported. A risk assessment is defined as an identification of the hazards associated with the scope of work and an estimate of the extent of the risks involved, taking into account whatever precautions are already being taken. It is essentially a three-stage process:

- identification of all hazards.

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- evaluation of the risks.
- Measures to control the risks.

Risk assessments are required to be maintained. This means that significant changes to a process or activity, or any new process or activity should be subjected to a risk assessment and that if new hazards come to light during the work process, then these should also be subjected to risk assessments. Risk assessments for long term processes should be periodically reviewed and updated. Method statements or written safe work procedures are an effective method as information and record of the way jobs / tasks must be performed. Daily or issue based or task specific or on the job risk assessments must be conducted at the place where work is to be performed/ conducted to allow managers and employees to assess any inherent risks that could have been overlooked during the initial risk assessment or any changes that might have occurred in a period of absence. For example, if a job / task is extended over a day or halted due to inclement weather.

### 3.11 PERSONAL PROTECTIVE EQUIPMENT REQUIREMENTS

1. The Main contractor shall provide PPE free of charge. The issued PPE must be risk based.
2. All contractors shall comply with the requirements of GSR 2 of the OHS Act.
3. All contractors shall ensure that their visitors wear and use the correct PPE whilst on worksites.
6. Where PPE is required and visitors are not in possession of, then it is the individual contractor's responsibility to provide the PPE.
7. All PPE purchased and used by all contractor employees including visitors must comply with the relevant SANS standards. .
9. The contractor shall provide training to his/her employees on the correct use, care and maintenance of PPE and keep the record.

### 3.12 INCIDENT MANAGEMENT


All incidents shall be investigated in terms of OHS Act General Administrative Regulations 8 and 9, using Eskom Procedure 32-95: Occupational Health and Safety Incident Management procedure as a reference, and where injuries as contemplated in sections 24 and 25 have been sustained, be reported to the Department of Employment and Labour.

Contractors shall use the Eskom Flash report to report incidents immediately or before end of shift. The standard General Administrative Regulation Annexure 1 "Recording of an Incident form" for all incident investigation reports. The objective of incident investigation should not only be a legal requirement but should establish why and how the incident occurred and find out the real root cause of the incident and to decide on precautionary measures that are required to address the root cause to prevent any further recurrences of the same or similar incidents.

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### 3.13 EMERGENCY MANAGEMENT

The art of emergency preparedness and response is to minimise the effects of any emergency and to restore normal activities as soon as possible. The contractor to familiarise themselves with the Eskom emergency response plan and procedure. Periodic emergency drills must be undertaken to test the effectiveness of their plan. This must be recorded and provided on request.

### 3.14 NON-CONFORMANCE AND COMPLIANCE

1. Any non-compliance to any health and safety requirement in this OHS specification is subject to discipline in terms of the Eskom Procurement and Supply Chain Management Procedure.
2. Main contractors are required to implement a non-conformance procedure (if not already in place) for issuing to contractors for transgressions. The procedure can include "quality" related non-conformance issues. Similarly, appointed contractors must implement a non-conformance procedure.
3. The procedure for the issuing and closing off of non-conformance reports shall be strictly adhered to.
4. Contractor project management must monitor the close out of non-conformances issued, in not doing so; any recommendations made may not be implemented.
5. Where non-conformances are issued by Eskom then one of the close-out steps of the procedure will be for the offender to be called by the responsible project manager to explain the non-conformance issued and what plan is in place to prevent a recurrence of the non-conformance.
6. Should the contractor fail to provide adequate PPE (as per Eskom Personal Protective Equipment Specification) to their employees for the tasks being performed and/or to visitors; failure to enforce the wearing of such PPE will be viewed as a transgression of the legislative and Eskom requirements.


### 3.15 OHS FILES

1. OHS file means documents or records in permanent form, containing the information about the safety and health management system from inception, execution to completion of works.
2. All contractors are required to keep the OHS file on every project site. If there is more than one site per project, a file per site shall be kept at that site. Contractors may keep additional files at their head office as additional records.
3. The OHS file shall consist of the OHS documentation/information in line with the OHS requirements/specification, legal and other requirements.
4. The sequence of filing the documentation must be kept in the same sequence as listed in this OHS requirements /specification and the OHS plan.

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5. Each record shall be separated by partitions to afford easy identification and access. Each partition must be labelled.

### 3.16 WORK STOPPAGE

1. Any person may stop any activity where an unsafe act or unsafe condition that poses or may pose an imminent threat to the safety and health of an individual or create a risk of degradation of the environment.
2. Work stoppages that are initiated due to OHS concerns, non-compliance, or poor performance related to the contractor's works or services shall not warrant any financial compensation claim lodged against Eskom where the contractor has not met the requirements defined legally or contractually.
3. Where the work stoppage is initiated while the supplier is on Eskom premises, the supplier shall not claim any financial compensation against Eskom for time lost.

### 3.17 HOURS OF WORK

The requirements of the Basic Conditions of Employment Act, Chapter Two "Regulation of Working Time" must be adhered to. All contractors are required to maintain an accurate record of time worked by each employee.

#### 3.17.1 Normal work

All work conducted on site shall fall within the legal requirements in accordance with the Basic Conditions of Employment Act. Contractors will notify their Eskom Supervisor or project manager of any work that needs to be performed after hours according to the agreed arrangements. (The application needs to be submitted timeously). Where applicable, the notification should include proof of application, for overtime, to the Department of Employment and Labour and /or the letter of approval from the Department of Employment and Labour.

#### 3.17.2 Overtime

When overtime is required to be performed, the Main contractor shall inform the Eskom project manager of such function and provide proof of exemption from the Department of Employment and labour. The main contractors shall be aware of the effects of human fatigue and regulate overtime accordingly. The baseline risk assessment must be reviewed to include the management of overtime work.


### 3.18 NATIONAL CONTRACT

The OHS requirements outlined in this document are for tender phase to test the capability of the future contractor/suppliers to meet Eskom and legal requirements. Once the contract has been awarded the contractor/supplier shall meet with the OHS professionals from the respective Eskom Kriel Power station to discuss the site and scope specific Occupational Health and Safety (OHS) requirements and prepare and submit the Health and Safety file for evaluation within the time frame agreed upon by the contractor and Eskom Kriel Power

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station. No work may begin until the Health and Safety file has been approved by the individual Business Unit's OHS personnel. For the length of the contract, the contractor shall adhere to the respective Business Unit's OHS, legal, and other requirements, as amended.

### 3.19 OMISSIONS FROM SAFETY AND HEALTH REQUIREMENTS SPECIFICATION

By drawing up this OHS specification Eskom has endeavoured to address the most critical aspects relating to OHS issues to assist the contractor to adequately provide for the health and safety of employees on site.

Should Eskom not have addressed all OHS aspects pertaining to the work that is tendered for, the contractor needs to include it in the OHS plan and inform Eskom of such issues when signing the contract.

### 3.20 ESKOM'S RIGHT TO TERMINATE THE CONTRACT

The contractor/supplier shall at all times comply with Eskom's occupational health and safety (OHS), legal and other requirements as amended for the duration of the contract. In addition, the contractor shall comply with the requirements contained in the OHS Specification. Eskom reserves the right to terminate the contract in the event that the contractor has built up a history of poor performance or non-conformance in relation to matters of Eskom OHS and legal compliance. No work may commence until the health and safety file has been approved by Eskom OHS personnel.

## 4. AUTHORIZATION

Authorized by Acting OHS manager.

Name: Gift Mamize

Authorized by End/user

Name: Miyelani Maluleke

## 5. REVISIONS

| Date          | Rev. | Compiler          | Remarks   |
|---------------|------|-------------------|---|
| November 2023 | 1    | Phumzile Tsotetsi | This provides the initial SHE specification requirements that must be met by the relevant contractor who have been awarded a contract for the work to be performed for Eskom. |

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