

	Scope Of Work	Bulk Material Services
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Power Station on an “as and when
required basis”

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Content

Page

1. Introduction.....	4
1.1 Purpose.....	4
1.1.1 Applicability	4
2. Normative/Informative References.....	4
2.1 Normative.....	4
2.2 Informative	4
2.3 Definitions	5
2.4 Abbreviations	7
3. Supporting Clauses	8
3.1 Scope.....	8
3.1.1 Rope Access	8
3.2 PERFORMANCE SPECIFICATION	8
3.2.1 Working times.....	8
3.3 Roles and Responsibilities	8
3.3.1 Rope Access Technician level 1	8
3.3.2 Rope Access Technician level 2	9
3.3.3 Rope Access Technician level 3.....	10
4. PPE	12
4.1.1 Required PPE (Specification to be supplied under SHEQ)	12
4.1.2 Required Tools/Resources	13
5. Maintenance Philosophy.....	13
6. 4. Management strategy and start up	13
6.1 The <i>Contractor's</i> plan for the <i>service</i>	13
6.2 Management meetings	14
6.3 <i>Contractor's</i> management, supervision and key people.....	14
6.4 Documentation control.....	15
6.5 Invoicing and payment.....	15
6.6 Contract change management	15
6.7 Records of defined cost to be kept by the <i>Contractor</i>	15
6.8 Training workshops	15
6.9 Health and safety risk management	16
6.10 Environmental constraints and management.....	17
6.11 Quality assurance requirements	17
7. Procurement.....	18
7.1 People.....	18
7.2 Plant and Materials.....	19
7.2.1 Correction of defects	19
7.2.2 Plant & Materials provided by the <i>Employer</i>	19

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8. Working on the Affected Property	19
8.1 <i>Employer's</i> site entry and security control, permits, and site regulations	19
8.2 People restrictions, hours of work, conduct and records.....	20
8.3 Records of <i>Contractor's</i> Equipment	20
8.4 Control of noise, dust, water and waste	20
9. List of drawings.....	20
10. Acceptance.....	20
10. Revisions	21
11. Development Team	21
12. Acknowledgements	21

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1. Introduction

Eskom Rotek Industries (ERI), Bulk Material Services (BMS) has a 10 years maintenance contracts with Eskom Generation that is currently running until June 2026. Part of the responsibility of the operations is on the Mechanical Maintenance of the FGD Plant and outside plant.

1.1 Purpose

The purpose is to preserve the status of the plant availability and reliability through maintenance of the assets and maintaining of good housekeeping standards.

1.1.1 Applicability

This document shall apply to the site with attached addendum.

This document shall be effective from the authorisation date.

The stations where the services are required are

2. Normative/Informative References

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs and additional site-specific ones.

2.1 Normative

1. ISO 9001 Quality Management Systems
2. OSHAS 1800 Safety Management Systems
3. Occupational Health and Safety Act and Regulations (85 of 1993)
4. 36-681_Generation Plant Safety Regulation
5. 240-62196227_Eskom Life Saving Rules
6. 32-95_Environmental, Occupational Health and safety Incident Management Procedure

2.2 Informative

1. Criminal Procedures Act 51 of 1977

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2. National Road Traffic Act 93 of 1996
3. Labour Relations Act 66 of 1995
4. Basic Conditions of Employment Act 75 of 1997

2.3 Definitions

Description	Definition
Appointed Contractor	Means a contractor appointed by the principal contractor.
Appointed Person	A person who has been authorised in terms of 36-681_Generation Plant Safety Regulation to: (i) Determining appropriate and effective isolations for the anticipated work to be carried out safely. (ii) Ensuring that the isolation and de-isolation on the plant covered by a permit to work is effectively carried out taking health and safety precautions into account. (iii) Issuing of prepared permits once all the associated test certificates are available and the required risk assessments have been presented to the appointed person by the responsible person for review in terms of these regulations.
Baseline Risk Assessment	(32-520) baseline operational risks refer to the health and safety risks associated with all standard processes and routine activities in the business
Cleaning Activity	Means the safe cleaning of transfer chutes from the outside by the disabling of mechanisms to inhibit starting of the plant during the cleaning process, which is done in accordance with formulated safe procedures.
Contractor (includes appointed contractor)	means an employer as defined in section 1 of the Act who performs contract work and includes principal contractors
Competent Person	(OHS Act) means any person having knowledge, training, experience, and qualifications, specific to 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).
Danger/Dangerous	Means a condition/substance that constitutes a risk of personal injury, impairment of health, or death

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Employee	(OHS Act) means, subject to the provisions of subsection (2), any person who is employed by or works for an employer and who receives remuneration or who works under the direction or supervision of an employer or any other person.
Employer	(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 TES (ex. labour broker) as defined in section 1(1) of the Labour Relations Act.
Field / Plant Operator	Employee designated to conduct routine Plant inspections, Preventative Maintenance (PM) and (report) defect any breakdowns or abnormal Plant conditions
Lifesaving Rules	(240-62196227) a rule that, if not adhered to, has the potential to cause serious harm to people.
Permit To Work	Means the printed form containing sections entitled application, permits to work, suspension, suspension revocation, clearance and revocation, and used for the authorisation of all work to be carried out on the plant in terms of these regulations.
Plant	Means structure, machinery, low voltage electrical equipment or equipment, which does not fall within the scope of the Operating Regulations for High-voltage Systems, and excludes, mobile, portable lifting equipment, domestic circuits, appliances and tools.
Responsible Person	Means a person who has been authorised in terms of these regulations to be responsible for ensuring that the work on the plant covered by a permit to work can be carried out and executed taking health and safety precautions into account and within the terms of 36-681_Generation Plant Safety Regulation
Safe/Safely/Safety	Means a condition not posing any danger, an activity that can be carried out without danger, or protection against danger.
Shall and Should	The word “shall” is to be understood as mandatory and “should” as recommended.

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Skilled Person	Means a person who has been trained, has adequate knowledge for the task at hand and declared competent in writing.
Supervision/Supervise	Means to oversee the actions of a person(s) to such an extent as to prevent any dangerous act, as far as reasonably practicable. Such a supervisor must be trained in risk assessment techniques and be able to understand the dangers / hazards associated with the task and who has the authority to ensure that precautionary measures taken are implemented.
Visitor	Any person visiting a workplace with the knowledge of, or under the supervision of, an employer.

2.4 Abbreviations

Abbreviation	Explanation
RA	Risk Assessment
AP	Appointed Person
DHP	Dust Handling Plant
LAR	Limited Access Register
ERI	Eskom Rotek Industries
OHSACT	Occupational Health And Safety Act
OEM	Original Equipment Manufacturer
RP	Responsible Person
PPE	Personal Protective Equipment
PTW	Permit To Work
H&S Rep	Health and Safety Representative
RA	Risk Assessment

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3. Supporting Clauses

3.1 Scope

The scope of work is the provision of Rope Access services for **the duration of 36 months, on an “as and when required basis”**, at Kusile Power Station under Eskom Rotek Industries (ERI) Bulk Material Services (BMS).

3.1.1 Rope Access

- The scope of work will include all Maintenance and cleaning work required in the FGD plant where access is only permitted to individuals with Rope access qualification
- The Rope access should including but not limited to the following areas; Absorber system and all other areas around FGD plant where rope access will be required.
- The scope will only be executed on outage, therefore a definite scope will be issued in line with the duration of the outage to be executed
- The rope access scope will include working in confined spaces, working at heights in all areas where rope access will be required in the FGD plant.

3.2 PERFORMANCE SPECIFICATION

3.2.1 Working times

- The work hours will be determined by the schedules as per the activities on the Scope of Work. They will be communicated in advance based on the requirements

3.3 Roles and Responsibilities

3.3.1 Rope Access Technician level 1

- Technicians that need to climb up and down structures and do work while being suspended from ropes.
- Level 1 technician must work under direct supervision of a level2/3 technician depending on the site.
- Assembling, fitting, and checking of personal rope access equipment
- Basic knowledge of safe rigging
- Changeover from ascend to descend, and vice versa
- Passing knots on ropes

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- Short rope transfer
- Long rope transfer
- Techniques and uses of certain knots - as illustrated in manual
- Ascent/Descent and negotiating edges on rope
- Rescue

Minimum Requirements

- Level 1 Rope Access certificate
- Valid driver's License
- A physical Examination by doctor is a requirement

3.3.2 Rope Access Technician level 2

- Review of Guidelines for Rope Access Work and relevant legislation
- Review of various methods of access and hierarchy of risk
- Documentation including experience logbooks, equipment logs, and job hazard analysis (rope access permit)
- Care, Inspection, Use, and Limitations of Equipment
- Systems Analysis and Rigging
- Analysis of rope access systems, including fall factors, impact forces, and resultant forces
- Risk management, rescue protocol, and casualty management
- Consistent safety checks
- Insuring proper and effective communication between team members
- Establishing Access, Hazard, and Safe Zones
- Knots: Figure 8 and 9, Double-figure eight, Butterfly, Prusik, Barrel Knot, Double Fisherman's, and Clove Hitch
- Practice advanced rigging skills (structural and load sharing/distributing
- multi-point anchoring) taking into account fall line, rigging angles, area of work, and terrain
- Application of redirect and rebelay anchors
- Pre-rigging anchors for lowering or pull-through
- Discussion of anchor installation and testing
- Technical Rope Access Skills
- Ascent/Descent and change-overs
- Passing knots, deviations, and intermediate anchors (re-belay)
- Rope to rope transfer
- Horizontal aid climbing: point to point and shuffling
- Breaking into tensioned fixed ropes with haul systems

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- Pitch head hauling
- Converting between lowering and hauling
- Extensive practice with mechanical advantage systems utilizing standard equipment and pulley systems

Minimum Requirements

- Rope Access Level 2 certificate
- First Aid certificate
- Junior management or Supervisors certificate

3.3.3 Rope Access Technician level 3

- A **Rope Access Supervisor** shall have overall responsibility for the rope access work site and the rope access technicians assigned to that work site.
- To the extent that other qualified rope access technicians are assigned a duty or responsibility that is also designated as a duty or responsibility of the **Rope Access Supervisor**, the **Rope Access Supervisor** shall retain primary responsibility to ensure and/or verify that the assigned task is accomplished.
- Where appropriate, the **Rope Access Supervisor** may also perform duties and responsibilities of the **Rope Access Technician** and the **Rope Access Level 3 Practitioner**, to the extent that it does not prevent the effective performance of the **Rope Access Supervisor's** duties and responsibilities required.
- The **Rope Access Supervisor** shall have the authority to stop the work immediately if it is unsafe to proceed.
- The **Rope Access Supervisor** shall:
 - Be responsible for the immediate supervision, implementation, and oversight of the rope access program at the work site.
 - Have sufficient knowledge of current regulations that apply, directly or indirectly, to rope access and working at height, so as to ensure compliance by the rope access technicians being supervised.
 - Direct the efforts of other rope access technicians to ensure safety and compliance with the rope access program.
 - Communicate and coordinate with clients and their safety representatives, and other contractors on the work site where appropriate, regarding rope access safety and **rescue**.

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- Identify all hazards to which rope access technicians may potentially be exposed on a rope access project, specify the means by which such hazards are to be controlled or eliminated prior to the commencement of work, and ensure that such elimination or control has been accomplished.
 - Specify the appropriate personal protective equipment (PPE) to be used by rope access technicians, ensure rope access technicians are properly trained in the use of such PPE in the rope access environment, and ensure rope access technicians use the PPE as required.
 - Identify work zones, ensure that these zones are marked appropriately, and verify that adequate measures are taken to keep other personnel and the public out of any affected areas.
 - Complete all required planning and documentation, including work permits, **job safety analyses**, and rescue plans as directed by the **client** prior to the commencement of rope access projects.
 - Review all procedures prior to the commencement of work and as work site activities change to determine if additional practices, procedures, or training is needed in order to commence or continue work.
 - Conduct job site safety meetings with all affected persons regarding applicable work permits, **job safety analyses**, **rescue** plans, or any other relevant information prior to commencement of the work.
 - Specify the appropriate rope access equipment, systems and system components, and supervise their installation, use, and inspection.
 - Verify that the necessary emergency services are available, including emergency medical services and ancillary **rescue services** (when applicable), and that the means to summon them are functioning.
-
- The **Rope Access Supervisor** shall:
 - Ensure that a prompt **rescue** of **on-rope persons** can be accomplished.
 - Manage or perform any **rescue** that may be required during the work.
 - Specify appropriate **rescue**
 - Perform or manage initial emergency care within the scope of the **Rope Access Supervisor's responsibilities**.
 - Remove from service any rope access equipment or other equipment (such as tools) that are used during rope access work that is damaged or has potentially sustained damage (such as from a significant shock load), until such time that it can be established that such equipment is safe for use.
 - Ensure that all equipment on the work site is protected from damage and is maintained in a safe condition throughout the work.
 - Report all work related matters to the Project manager / or operations manager at all times and seek authorization of the operations manager before commencement of any project.

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- Where it is determined that the use of ancillary **rescue** capability is required in the event **rescue** is needed during **rope access** operations, the **Rope Access Supervisor** shall coordinate with the provider of the ancillary **rescue** capability as required in the **rescue** section of this document.
- Perform any other duties designated in the client's rope access program or identified by the Company. Such duties remain within that **Rope Access Supervisor's** training, skills, experience and qualifications for conducting safe rope access operations and maintaining a safe rope access work site.

Minimum Requirements

- More than 3 Years relevant working experience
- Work at height certificate (Rope Access Level 3)
- Computer literacy
- First Aid Level 2
- Fire Fighting Level 1
- Gear inspection
- Driver's License (C1)
- Medically fit
- Supervision courses,
- Confined Space.

4. PPE

4.1.1 Required PPE (Specification to be supplied under SHEQ)

- Overalls-specific to activity
- Safety boots
- 3-point chin strap hard hat
- Gumboots
- Gloves
- Safety goggles
- Face shield

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- Ear plugs/muffs
- Dust masks
- Cloth masks
- Respirators
- Safety harnesses
- Welding aprons
- Welding glasses
- Spats
- Reflector vests
- Sun hats

4.1.2 Required Tools/Resources

- All maintenance staff tools used in the trade for an individual competency. This is a minimum requirement for the contract in terms of skill requirement.
- The supplier to supply all tools necessary to effectively carry out the Rope Access maintenance and cleaning within quality, time and cost effective methodology.

5. Maintenance Philosophy

Sites to provide operating philosophies, which will be incorporating the contractor operations methodologies and strategies as per site-specific requirements

6. 4. Management strategy and start up

6.1 The Contractor's plan for the service

Operations services schedule to be supplied by the Contractor after the employer has given them the maintenance plans.

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6.2 Management meetings

There will be a monthly meeting for the *Contractor* with the *Employer* held at the *Employer's* premises where contract issues will be discussed i.e. monthly report from the *Contractor* which will include safety meetings, call-out report, incident report and any other issues relating to the service being delivered. The following meetings are to be attended by the *Contractor's* Supervisor:

- Safety meeting (once a month / as and when required)
- Contractor's meetings (to be specified)
- Assessments meetings (end of the month on the 25th)
- Any other meetings relating to the *Contractor's* outputs or necessary for business continuity
- Risk register meeting with the client.

All meetings shall be recorded using minutes or a register prepared and circulated by the person who convened the meeting. Such minutes or registers shall not be used for the purpose of identified in the *conditions of contract* to carry out such actions or instructions.

6.3 Contractor's management, supervision and key people

The *Contractor's* staff structure – supervisors and workforce is to be submitted in the form of an organogram. The employer must approve any changes to such staff structure, and after the approval, the contractor shall submit an updated staff structure.

The *Contractor* shall provide a competent representative to be available on site during all normal working hours (Supervisor).

The Contractor's representative will be required to keep the time sheets, which are required, signed at the end of each month.

NB: The Contractor's representative will assume the role of a supervisor or lead for this contract

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6.4 Documentation control

The service provider shall submit all proof of purchase, SHE bin certificates, time sheets and delivery note to the employer for assessment. Cleaning control sheets to be signed after each cleaning is completed (in respect of the COVID 19 pandemic)

6.5 Invoicing and payment

Invoicing and payment turnaround time is 30 days. Assessments are to be conducted from the 26th of each month.

6.6 Contract change management

Task Order form to be used when work within the service is instructed to be carried out within a stated period. A task Order will be sent to the *Contractor* via an email. In the case of a compensation event, the *Contractor* must give the *Employer* an early warning and a quotation for the total costs, must be submitted electronically by the *Contractor* for that compensation event by email

6.7 Records of defined cost to be kept by the *Contractor*

The Employer will do all hours worked by the Contractor. Timesheets will be submitted to and kept by the *Employer* on a weekly basis, and these will be used for assessment purposes.

6.8 Training workshops

- Any training required by the *Employer* will be provided e.g. Ethics, HIRA, etc however, any other training additional that the *Contractor* will need, the training costs will be for the *Contractor*. Training may not be conducted during working hours, unless permission is given by the *Employer*.
- The *Contractor* will be trained during the Job Specification Induction training that will be provided by the *Employer* at the beginning of the contract. The *Contractor* may also be

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trained during Work Stoppages and also any other training as per employer's requirements.

- The following training is necessary for the Supervisor and Team leaders. The cost will be for the *Contractor*:
 - Safety, Health and Environment Representative (SHE Rep.)
 - Applying SHE Principles and Procedure
 - Hazard Identification and Response
 - First Aid level 1

6.9 Health and safety risk management

The *Contractor* shall at all times comply with the health and safety requirements prescribed by law as they may apply to the *services*.

The *Contractor* shall, when coming on site abide by the Lifesaving Rules and COVID-19 safety requirements at all times. The Employer on the start of the contract will provide these. The *Contractor* shall also abide by Safety, Health and Environmental Specifications for Contractors Procedure, which will also be provided by the *Employer*.

The *Employer* follows an accident/ incident prevention policy that includes the investigation of all accidents/ incidents involving personnel and property. This is done with the intention of introducing control measures to prevent recurrence of the same incidents. The *Contractor* is expected to fully co-operate to achieve this objective. Refer to 32-95_Environmental, Occupational Health and safety Incident Management Procedure

The *Contractor* implements a safety plan and maintains the safety system until completion of the whole of the works. The plan, will as a minimum, contain PPE information, written safe work procedures, job specific risk assessments, safety meetings, etc. The plan will be to the *Employer's* satisfaction and will be accepted prior to the commencement of any work.

The *Contractor* will be subject to periodic audits by the *Employer* in order to ensure compliance with the plan. Any deviations will be corrected to the *Employer's* satisfaction.

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The *Project Manager* has the right to stop the *Contractor's* work activities which, in the opinion of the *Project Manager*, is un-safe. The *Contractor* may only continue with work activities when all safety deficiencies have been corrected to the *Service Manager's* satisfaction. The *Contractor* shall have no claim against the *Employer* in respect of delay due to the above.

6.10 Environmental constraints and management

The *Contractor* shall comply with ERI management system. This includes the identification, collection, storage, transportation and disposal of waste. Hazardous waste shall be disposed of in line with the applicable environmental legislation. It is important to note that all spillages must be cleaned immediately and reported to the project manager as soon as possible. It is the responsibility of the polluter to clean all spillages and for the rehabilitation of the polluted land and the cost associated with that.

NB: In cases of inclement weather, the Project Manager will assess the risk of continuing with the works. When it is unsafe to continue, the Project Manager will stop the works and payment will be per the work covered in this instance.

6.11 Quality assurance requirements

The *Contractor* implements a quality system and maintains the quality system until the completion of the whole of the *works*. The system, will as a minimum, comply with the provisions of the ISO9001 series. The system will be to the *Employer's* satisfaction and will be accepted prior to the commencement of any work on site. The *Contractor* will be subject to self-assessments by the *Employer* in order to ensure compliance with the system. Any deviations will be corrected to the *Employer's* satisfaction.

The *Project Manager* has the right to stop the *Contractor's* work activities, which, in the opinion of *Project Manager*, does not meet the requirements of the system and will have a detrimental effect on plant performance. The *Contractor* may only continue with work activities when all deficiencies have been corrected to the *Project Manager's* satisfaction. The *Contractor* shall have no claim against the *Employer* in respect of delay due to the above.

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The *Contractor* ensures that all plant and materials for the *works* are to the standard and quality accepted by the *Employer* and ensures that they are suitable for the purpose intended by the manufacturer.

The *Contractor* will work according to the *Employer's* standards, specifications, guidelines and procedures. Where no standards, specifications, guidelines and procedures are available, the *Contractor* will work according to the Generation Quality manual and professional guidelines. Where possible, standards will be reflected in the Task Order.

The employer shall evaluate, control and monitor the performance and effectiveness of the Contractor

7. Procurement

7.1 People

Eskom Holdings Limited's requirements regarding employment of unskilled or semi-skilled workers are as follows:

- ERI requires that during recruitment of unskilled or semi-skilled labour, a contractor should make every effort to employ minimum target of 100 % suitable candidates from all disciplines from the local community and will only resort to other avenues if the local community cannot provide the required resources.
- **Eskom Rotek Industries is affiliated with various statutory bodies such as the MEIBC. Resources employed or contracted to execute work directly or indirectly as the case may be remunerated in accordance with the MEIBC rates or statutory body in that particular site. As such, it will be assumed that Contractors, Service Providers, Subcontractors, etc have taken this into account and have done the necessary due diligence to ensure stability on all ERI sites and operations as far as reasonably possible.**

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7.2 Plant and Materials

7.2.1 Correction of defects

If there is part of work that the *Employer* is not happy with, this will be indicated to the *Contractor* and will have to be rectified by the *Contractor* immediately where reasonably possible or within 5 working days after the defect was reported.

7.2.2 Plant & Materials provided by the *Employer*

- a. Water and Electricity
- b. Lighting and Ventilation
- c. Ablution facilities
- d. Sitting facilities
- e. Kitchen facilities
- f. All required tools
- g. Specialised PPE

NB: The *Contractor* will be responsible for their meals, own accommodation and transport to and from the place of work.

8. Working on the Affected Property

Under no circumstances will the *Contractor* do the work without proper PPE. The Supervisor on the *Contractor's* side will make it his duty to make sure that this is properly addressed.

8.1 *Employer's* site entry and security control, permits, and site regulations

The *Contractor's* access to site shall be in line with the Site access procedure. The *Contractor* shall be required to make an application for his employees to enter site for the duration of the contract, including defects period. The permits shall only be issued once the *Contractor's* employees have attended the safety induction training and have undergone medical checks. The safety induction will be for the *Employer's* account. The medical checks will be for the *Contractor's* account

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8.2 People restrictions, hours of work, conduct and records

The *Contractor* will carry out the Works on based on the schedules that will be provided. This will be determined when the task order is issued.. Work on Saturdays, Sundays and Public Holidays will be as and when required.

8.3 Records of *Contractor*'s Equipment

The *Contractor*'s Supervisor should keep record of all the equipment used by the *Contractor*. The *Contractor* is responsible for the safekeeping of all their equipment.

8.4 Control of noise, dust, water and waste

The contractor must supply their own dust masks and cloth masks as part of PPE. Drinking water is available on site as well as waste bins for disposing waste

9. List of drawings

N/A

10. Acceptance

This document has been seen and accepted by:

Name	Designation
Ntwanano Makhubele	HOD Coal Ops 2

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10. Revisions

Date	Rev.	Compiler	Remarks
28 November 2022	1	Tshepo Nkabeni	No existing work instruction

11. Development Team

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

- T Nkabeni

12. Acknowledgements

None

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