Eskom	Provision of Health and Safety Spotters During Outages	Tutuka Power Station

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1. Introduction

The outage presents a dynamic work environment with increased operational activities, multiple contractors, and heightened exposure to safety hazards To mitigate risks associated with plant movements, energized equipment, and high-traffic zones, the deployment of dedicated Safety Spotters is essential

This document serves as a foundational guide outlining the scope of work for Safety Spotters assigned during the outage It is designed to ensure consistent understanding of roles, responsibilities, and coordination protocols that support proactive hazard identification and incident prevention throughout the outage period Establishing this scope is vital for maintaining regulatory compliance, protecting personnel, and promoting a culture of safety across all active work fronts

2. Supporting Clauses

2.1 Scope

The primary role of Health, Safety, and Environmental (HSE) Spotters during outages is to support the proactive identification, communication, and mitigation of workplace hazards Operating across various high-risk areas, their scope of work ensures continuous safety vigilance and compliance with established protocols

Key Responsibilities

- Hazard Identification & Reporting

Monitor work zones to detect unsafe acts, conditions, or potential environmental risks, and report them promptly to relevant supervisors or SHEQ representatives

- Proximity Risk Control

Assist in guiding personnel and equipment in congested or restricted zones—especially around moving machinery, vehicles, or energized systems

- Permit and Work Compliance Oversight

Support verification of task execution against issued permits and method statements, ensuring alignment with safe work procedures

- Safety Communication & Intervention

Act as the first line of intervention in real-time safety deviations, ensuring that unsafe activities are stopped and corrective actions are initiated

- Coordination During Critical Activities

Provide continuous safety oversight during high-risk operations, including lifting tasks, confined space entry, hot work, and work at heights

- Environmental Awareness

Observe activities for potential environmental impacts such as waste mismanagement, improper disposal practices, or non-compliance with spill containment protocols

- Documentation Support

Record spotter observations, daily check-ins, and incident near-miss data to support audit trails and safety performance evaluations

2.1.1 Purpose

The HSE Spotters are intended to reinforce the site's proactive safety strategy during the outage With increased personnel, high-risk tasks, and complex logistics expected throughout the outage period, the presence of dedicated spotters serves as a critical control measure to maintain situational awareness and ensure adherence to Health, Safety, and Environmental (HSE) standards

By integrating trained safety spotters into daily operations, the facility aims to

- Prevent incidents through real-time hazard detection and intervention
- Enhance coordination between work teams and safety personnel
- Support continuous compliance with permit conditions and safe work procedures
- Improve environmental stewardship through vigilant observation and reporting
- Foster a safety-conscious culture that prioritizes accountability and worker protection

This targeted deployment forms a vital component of the outage's overall risk management framework, helping safeguard lives, equipment, and operational continuity

2.1.2 Applicability

This document shall apply throughout Eskom Holdings Limited Divisions

2.1.3 Effective date

This document is regarded as active/ effective from Unit Breaker Open on the outage start date until Unit Breaker close when the outage is declared complete

2.2 Normative/Informative References

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

2.2.1 Normative

[1] ISO 9001 Quality Management Systems

[2] ISO 45001 Occupational Health and Safety Management System

[3] Occupational Health and Safety Act 85 of 1993

2.2.2

2.2.3 Informative

[4] General Plant Safety Regulations

2.3 Definitions

Definition	Explanation
Safety Spotter	A **safety spotter** is a trained individual whose primary role is to observe and assist workers during potentially hazardous tasks to prevent accidents and ensure compliance with safety protocols Spotters are especially critical in environments where visibility is limited, equipment is in motion, or workers are exposed to high-risk conditions
Safety Officer	A **Safety Officer** is a professional responsible for ensuring that an organization complies with health, safety, and environmental regulations Their core mission is to protect workers, prevent accidents, and promote a culture of safety across all operations
Interfacing	In a construction site context, ***interfacing*** refers to the coordination and interaction between different teams, contractors, systems, or phases of work to ensure smooth, safe, and efficient operations It's all about managing the **points of contact** where responsibilities, activities, or systems overlap
Risk Assessment	A **risk assessment** is a systematic process used to identify potential hazards in a workplace or activity, evaluate the likelihood and severity of harm, and implement measures to eliminate or control those risks It's a cornerstone of effective SHEQ management and a legal requirement under occupational health and safety regulations
Appointed Operator	means a person who has been trained and authorised in terms of Operating Regulations for High Voltage Systems to do operating in terms ORHVS

2.4 Abbreviations

Abbreviation	Explanation
HIRA	Hazard Identification and Risk Assessment
VFL	Visibly Felt Leadership
DSTA	Daily Safety Task Assessment – Risk Assessment performed before a task is performed

2.5 Roles and Responsibilities

2.5.1 Hazard Identification and Monitoring

- Continuously assess the work area for potential hazards (e g , overhead loads, moving vehicles, unstable terrain)
- Monitor environmental conditions that may impact safety (e g , poor visibility, weather changes)

2.5.2 Operational Guidance

- Direct equipment operators during blind manoeuvres, reversing, or tight-space navigation
- Use standardized hand signals or radio communication to guide movements safely

2.5.3 Proximity Control

- Maintain safe distances between workers and operating equipment
- Prevent unauthorized personnel from entering hazardous zones

2.5.4 Emergency Readiness

- Remain alert to intervene immediately in case of unsafe conditions or emergencies
- Know the location of emergency equipment and evacuation routes

2.5.5 Compliance Oversight

- Ensure all personnel within the work zone are wearing appropriate PPE
- Verify adherence to site-specific safety procedures and permit-to-work conditions

2.5.6 Documentation and Reporting

- Record observations, near misses, and unsafe behaviours
- Report incidents or deviations to the responsible supervisor or safety officer

2.5.7 Communication and Coordination

- Maintain clear and continuous communication with operators, supervisors, and other spotters
- Coordinate with other safety personnel during complex or multi-contractor operations

2.6 Process for Monitoring

2.6.1 Define Monitoring Objectives

- Identify what needs to be monitored (e g , safety compliance, equipment performance, environmental impact)
- Set clear goals detect deviations, ensure compliance, improve efficiency

2.6.2 Establish Monitoring Parameters

- Determine key performance indicators (KPIs) and control limits
- Define acceptable thresholds for safety, quality, and operational metrics

2.6.3 Select Monitoring Tools and Methods

- Use appropriate instruments (e g , sensors, gauges, checklists)
- Implement digital systems (e g , SCADA, CMMS, data loggers)
- Include manual inspections and observational audits where needed

2.6.4 Assign Roles and Responsibilities

- Designate personnel responsible for data collection, analysis, and reporting
- Ensure training and competency validation for monitoring tasks

2.6.5 Schedule Monitoring Activities

- Define frequency (e g , hourly, daily, weekly)
- Align with operational cycles, risk levels, and regulatory requirements

2.6.6 Collect and Record Data

- Use standardized formats for consistency (e g , logbooks, digital dashboards)
- Ensure data integrity through calibration and verification protocols

2.6.7 Analyse Data and Identify Deviations

- Compare actual performance against targets and thresholds
- Use trend analysis, root cause analysis, and statistical tools

2.6.8 Report Findings

- Generate structured reports for stakeholders
- Highlight non-conformances, risks, and improvement opportunities

2.6.9 Implement Corrective and Preventive Actions (CAPA)

- Address deviations promptly with documented actions
- Update procedures and training to prevent recurrence

2.6.10 Review and Improve Monitoring Process

- Conduct periodic reviews to assess effectiveness
- Integrate feedback and lessons learned into future monitoring plans

2.7 Related/Supporting Documents

Outage Management Plan

SHE Plan

Permit to work

Hot work permit

Workers Register

Continuous Risk Assessment

3. Requirements and Competences

3.1 Requirements

The outage shall require a total of twelve (12) Health and Safety Spotters working 24 hours daily split into two shifts from 06 00 to 18 00 and 18 00 to 06 00 The resources shall be managed so that there is sufficient hand-over between shifts, and that there is always Spotters onsite meaning that lunch breaks should be staggered The resources shall also provide transport to ensure that the spotters arrive to and from work early and safely

The minimum qualification requirements for Health and Safety Spotters

National Senior Certificate /Senior Certificate (NQF Level 4) and 3 years of experience in Health and Safety (Power Station related experience)

HSE Rep, HIRA, Incident Investigation, Confines space, Fall protection plan and Work at heights Certificates and 2 years of experience in Health and Safety (Power Station relater experience)

Extensive experience, SHEMTRAC/SAMTRAC, Higher Certificate in Health and Safety Management (NQF Level 5) National Diploma (NQF Level 6) or more in Health and Safety, Environmental Management, or similar will be advantageous

Knowledge of Occupational Health and Safety Act, Environmental regulations and Quality standards

Beyond technical know-how, their effectiveness hinges on strong soft skills that foster vigilance, communication, and teamwork The desired candidate should have the following attributes

Situational Awareness, Clear communication, Team collaboration, Calm under pressure, Integrity and Accountability, Attention to detail, Problem-solving, Conflict resolution and willingness to learn

3.2 Documents required:

Provide CV's detailing experience and qualifications

Competence certificates, ID copy and qualifications – Certified

Police Clearance (dated not older than 3 months)

The Employer shall have the right to terminate the contract, if either the Contractor or their staff responsible for the execution of the services loses his/her accreditation

4. SHEQ Responsibilities

4.1 The Contractor will be responsible for the following SHEQ responsibilities:

Ensure that his/her employees undergo through Tutuka Power Station SHEQ Induction

Provide personal protective equipment required for the employees which will Include Winter Jackets and White gloves for Traffic control

Inform the employees about SHEQ requirements and enforce compliance

Compile Health and Safety File before commencing with the project and submit it to SRM for approval

Provision of a safe transport for employees to commute to work and home

- Ensure that all employees are medically fit to perform the required work

5. Bill of materials

Full description of Material/Spares/Equipment

1 Full Overalls, flame resistant and reflective (Or Two piece Overall) **x2 sets each**
2 Class A Hard hat **x1 per person**
3 Thermal Reflective Jackets **x1 per person**
4 SNR 28 and higher rated earplugs/ muffs and similar ear protection **x1 per person**
5 Steel toe safety boot (SABS Approved) **x1 pair per person**
6 FFP2 rated Dust mask or higher without Valve (SABS Approved) **x2-3 per day per person**
7 Antifog Safety goggles **x1 pair per person**
8 Reflective vest **x1 per person**

6. General

6.1 Health and Safety

Health and safety file should be approved by Safety risk management department prior | Eskom to witness Contractor to any work commences on site

All work is to be done in accordance with OHS Act 85 of 1993, Tutuka plant procedures and Plant Safety Regulations (240-150642762)

Tutuka power station SHEQ induction must be done before access to site can be granted

The contractor should ensure that all employees have acquired the required competency for the task they are performing

The contractor to ensure compliance to updated legal requirements and other requirements

6.2 Environmental Management

All activities listed in the National Environmental Act 107 of 1998, EIA Regulations as Eskom to witness

Contractor amended, must have environmental AUTHORISATION before commencement of work

The contractor shall comply with all applicable legal and other requirements

The polluter pays principle will be applied

The contractor manager shall ensure compliance with Eskom Tutuka Environmental procedures to ensure the prevention of pollution (refer OMOP 4090 and 4402)

The last payment will be processed based on the status of the last housekeeping check

sheet (Annexure C OMOP 4402) of designated area

EMS file based on IS0 14001 will be required

6.3 Quality Management

The contractor/executioner of work will be responsible for drawing up all QCP/ Hold point Contractor documentation, and this must be approved by engineering and authorised by the Quality Department before commencing with the work

Contractors/executioners adhere to Tutuka Quality Management requirements

Number of NCR issued can affect your next tendering process

The QCP shall be signed progressively by the Engineer/Supervisor, Eskom QC Inspector, Contractor QC Inspector and/or AIA

No procuring of outage items without the approval of scopes by quality All outage scopes creep and scopes addition should be approved by quality

No contractor should be in the possession of scopes for execution without the scopes approved by quality

The contractor is subjected to quality auditing at any point in time during execution of scope

7. Acceptance

This document has been seen and accepted by

Note: Initials not acceptable

Full Name and Surname	Designation

8. Revisions

Date	Rev.	Compiler	Remarks
February 2026	1	Sicelo Nkosi	New Document
May 2026	2	Sicelo Nkosi	Amendments to Include All Outages

9. Development Team

- Sicelo Nkosi, SHEQ Coordinator Outages Management Department

Appendix A – Eskom Document Hierarchy

A.1 N/A