Eskom	**SHE SPECIFICATION** LOW RISK/ PROVISION OF ENVIRONMENTAL MANAGEMENT AND ASSOCIATED SERVICES ON AN AS AND WHEN BASIS FOR A PERIOD OF 5 YEARS FOR GEMMA CLUSTER.	**Template Identifier**	**240-73419711**	**Rev**	**2**
		Document Identifier	**Gen/Serv1**	**Rev**	**1**
		Effective Date	**April 2023**		
		Review Date	**April 2024**		

Scope Name: PROVISION OF ENVIRONMENTAL MANAGEMENT AND ASSOCIATED SERVICES ON AN AS AND WHEN BASIS FOR A PERIOD OF 5 YEARS FOR GEMMA CLUSTER.

Scope Address: NCOU Gemma cluster

Scope of the work: It will include and not be limited to the following:

- The provision of relevant Environmental Impact Studies/ Assessments/ Environmental Management Programmes and associated processes/ specialist studies.
- Rectifications and amendments of authorisations and EMPs
- Public Participation Process
- Environmental Appeals Processes
- Maintenance Management Plans
- Environmental Control Officer
- Environmental Legal Compliance Audits/ Reviews/ Investigations,
- Environmental Specialists Studies/ Assessments/ Reviews
- Environmental Permit/ Authorisation/ Licence Applications and associated processes/ specialist studies
- Environmental related Training
- Environmental Management System
- Strategic Environmental Assessment
- Any other environmental legal requirement

Compiled by		Accepted by		Approved by	
Name	Mathapelo Maduna	Name	Andrea Van Gensen	Name	Magda Wyngaardt
Signature		Signature		Signature	
Date	10/06/2026	Date	11/06/2026	Date	22.06.2026
Contractor Safety Officer		**Environmental Manager**		**Contractor OHS Manager**	

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Contents

1. Introduction 4
2. Supporting Clauses 4
   2.1 Scope 4
      2.1.1 Purpose 5
      2.1.2 Applicability 5
   2.2 Normative/Informative References 5
      2.2.1 Normative 5
      2.2.2 Informative 5
   2.3 Definitions 6
   2.4 Abbreviations 9
   2.5 Related/Supporting Documents 9
3. Specification 9
   3.1 Scope of work 9
   3.2 Legal Compliance 10
      3.2.1 Section 37(2) (Legal) Agreement 10
      3.2.2 Hazardous work by children (Child Labour) 11
   3.3 Eskom Requirements 12
   3.5 Vehicle safety 13
   3.6 Occupational Health, Hygiene and Rehabilitation 13
   3.8 Appointments 14
   3.9 Roles and Responsibilities 14
   3.10 Risk Assessments 14
   3.11 Incident Investigation 16
   3.12 Emergency Management 16
   3.13 Safe work procedures/ method statements 17
   3.15 Eskom Life-saving Rules 18
   3.16 Substance Abuse 19

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

3.17 SHE Training 19

3.19 Tools and Equipment 20

3.21 Hours of Work 21

3.21.1 Normal work 21

3. Acceptance 22

4. Revisions 22

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

1. Introduction

Eskom's responsibility and commitment is to ensure a safe working environment is in line with its Safety, Health, Environmental and Quality Policy, along with legislative obligations.

This SHE specification is Eskom's minimum requirements which are required to be met for the specific contract and for the duration of the contract period by contractors and where required, the delivery organisation.

The contractor is expected to develop a SHE plan which meets these requirements as well as all the relevant applicable legislation they conform to.

Eskom in no way assumes the contractor's legal responsibilities. The contractor is and remains accountable for the quality and the execution of his/her health and safety programme for his/her employees and appointed contractor employees.

This SHE 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 SHE requirements.

Note 2: In terms of Eskom requirements, a section of this professional contract falls within the requirements of the Construction Regulations.

Although there are requirements listed in this specification that do not pertain directly to air charter, the requirements are expect of an air charter contractor business to conform to. These requirements are in line with Eskom's Zero Harm value.

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

2. Supporting Clauses

2.1 Scope

This SHE specification lists the legislative and Eskom requirements and where applicable, any requirements pertaining to Local Authorities / Municipal by-laws / Environmental legislation that must be met by the contractor.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

2.1.1 Purpose

This document will provide a standardised approach to the compilation of SHE specifications throughout Eskom for contracts and standard and NEC 3 contracts

2.1.2 Applicability

This SHE specification is applicable to any contracting organisation who intends tendering for the contract.

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] Basic Conditions of Employment Act No 75 of 1997.

[2] Occupational Health and Safety Act and Regulations No 85 of 1993.

[3] National Environmental Management Act 107 of 1998.

[4] National Road Traffic Act 93 of 1996.

[5] 32-37 Eskom Substance Abuse Procedure.

[6] Civil Aviation Act 13 of 2009.

[7] Air Services Licence Act 115 of 1990.

2.2.2 Informative

[1] 32-726 Mandatory SHE Requirements for Eskom Procurement and Supply Chain Management

[2] 240-62196227 Eskom Life Saving Rules

[3] Tobacco Products Control Act 83 of 1993 (Updated 2011.05.19)

[4] SANS 1186 Symbolic Safety Signs

[5] Constitution of the Republic of South Africa No 108 of 1996

[6] 32-95 Eskom Procedure Manual for Performing Occupational Health & Safety Management & Environmental Management: Conducting EH&S Incident Management.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

2.3 Definitions

Definition	Explanation
Appointed contractor	Means a contractor appointed by the principal contractor/ service provider
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
Client	Eskom representative (Internal – Asset Owner), also referred to as the contract administrator/custodian or agent or scope manager (as defined in the contract). He/she is the person 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.
Competent person	(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)
Contractor – includes appointed contractor	means an employer as defined in section 1 of the Act who performs contract work and includes principal contractors
Consultant	means a person providing professional advice
Duty of care to the environment	(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
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 or is entitled to receive any 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 a TES (ex labour broker) as defined in section 1(1) of the Labour Relations Act 1956 (Act No. 28 of 1956)
Eskom requirements	Eskom requirements flowing from directives, policies, standards, procedures, specifications, work instructions, guidelines, or manuals

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Definition	Explanation
Hazard	(OHS Act) means a source of, or exposure to, danger
Hazard identification	(OHS Act) means the identification and documenting of existing or expected hazards to the health and safety of persons, which are normally associated with the type of construction work being executed or to be executed
Health and safety file	(OHS Act) means a file or other record, containing the information in writing required by the construction regulations.
Health and safety plan	(OHS Act) means a site, activity or scope specific document plan in accordance with the client's health and safety specifications.
Health and safety specification	(OHS Act) means a site, activity or scope specific document prepared by the client pertaining to all health and safety requirements related to construction work.
Health and safety requirements	means comprehensive health and safety requirements for a contract, scope, 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, scope, site, and scope of work
Medical certificate of fitness	(OHS Act) means a certificate specific to the work to be performed and issued by an occupational health practitioner in the form of Annexure 3 of the construction regulations.
Medical surveillance	(OHS Act) means a planned programme or periodic examination (which may include clinical examinations, biological monitoring, or medical tests) of employees by an occupational health practitioner or, in prescribed cases, by an occupational medicine practitioner
Method statement	(OHS Act) means a written document detailing the key activities to be performed in order to reduce, as reasonably as practicable, the hazards identified in any risk assessment
Organisation	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
Pre-job meetings	(34-227) means a meeting that is held prior to the commencement of the day's work and that is attended by all the relevant employees associated with the work task

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Definition	Explanation
Principal contractor	(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.
Provincial director	(OHS Act) means the provincial director as defined in Regulation 1 of the General Administrative Regulations under the Act
Responsible Manager	Is a Manager of a department, section or operating/business unit who has been appointed as part of the Eskom delegation of authority process with the aim to assist the applicable 16(2) assigned person in executing his/her duties in terms of the Occupational Health and Safety Act
Risk assessment	(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.
Site	(34-228) means an Eskom department, unit, complex, building, specific scope, work site, or the site where agents, clients, principal contractors, contractors, suppliers, vendors, and service providers provide a service to Eskom, directly or indirectly
Service provider	any private person or legal entity that provides any service(s) to Eskom for compensation
Task	(34-227) a segment of work that requires a set of specific and distinct actions for its completion
Toolbox talks	(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.)
The Act	(OHS Act) means the Occupational Health and Safety Act No. 85 of 1993, as amended, and the Regulations thereto
Visitor	any person visiting a workplace with the knowledge of, or under the supervision of, an employer.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

2.4 Abbreviations

Abbreviation	Description
BU	Business Unit
CE	Chief Executive
COID Act	Compensation for Occupational Injuries and Diseases Act
CR	Construction Regulations
DMR	Driven Machinery Regulations
DoL	Department of Labour (Inspection and Enforcement services – Provincial office)
EP	Emergency Preparedness
EAP	Employee Assistance Program
ERfW	Environmental Regulations for Workplaces
GAR	General Administrative Regulations
GSR	General Safety Regulations
HCS	Hazardous Chemical Substances
LDV	Light Delivery Vehicle
MSDS	Material Safety Data Sheets
NEMA	National Environmental Management Act
OHS Act	Occupational Health and Safety Act and Regulations, 85 of 1993
SABS	South African Bureau Standard
SANS	South African National Standard

2.5 Related/Supporting Documents

[1] Eskom OHS Act section 37 (2) agreement (to be completed by the contract responsible manager).

3. Specification

3.1 Scope of work

The scope of work entails the provision of environmental management and associated services for the Gemma Cluster, Distribution business on an “as and when” required basis, which will include and not be limited to the following:

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

- The provision of relevant Environmental Impact Studies/ Assessments/ Environmental Management Programmes and associated processes/ specialist studies.
- Rectifications and amendments of authorisations and EMPs
- Public Participation Process
- Environmental Appeals Processes
- Maintenance Management Plans
- Environmental Control Officer
- Environmental Specialists Studies/ Assessments/ Reviews
- Environmental Legal Compliance Audits/ Reviews/ Investigations,
- Environmental Permit/ Authorisation/ Licence Applications and associated processes/ specialist studies
- Environmental related Training
- Environmental Management System
- Strategic Environmental Assessment
- Any other environmental legal requirement
-

A copy of the scope of works must be retained by the contractor.

Note: The contractor who will be awarded this contract will be known as the “principal contractor” and any contractor appointed by the principal contractor will be known as the “appointed contractor.

3.2 Legal Compliance

3.2.1 Section 37(2) (Legal) Agreement

A section 37(2) agreement must be signed between Eskom and the principal contractor at the time of awarding the contract. The principal contractor must ensure that a section 37(2) agreement is compiled between the principal contractor and all their appointed contractors for the contract.

The original copy of the section 37(2) agreement must be retained by the contractor and a copy retained by the responsible manager.

A copy all the agreements must form part of the respective contractor’s SHE file.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

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 to be required or permitted to perform work or provide services that

   i. are inappropriate for a person of that child's age; or

   ii. place 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 rights of the child in terms of the constitution. 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 principal contractor and appointed contractors shall have an up-to-date copy of the OHS Act and regulations which will be available to all employees.

3.2.4 Legislative compliance

All contractors will comply with all the legislation pertaining to this contract 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.
- Compensation for Occupational Injures and Diseases Act.
- Regulations for Hazardous Biological Agents as published in Government Notice R1887 in Government Gazette 46051 dated 16 March 2022.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

3.3 Eskom Requirements

All contractors shall, before commencement of the charter ensure that all their employees are familiar with the relevant Eskom SHE documentation that is applicable to charter services.

3.3.1 Appointment of a contractor

The principal 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 Appointment of sub-contractors

The principal contractor may appoint contractors to assist in the contract. All appointments shall be done in writing and will form part of the SHE plan that is required to be submitted to Eskom. Adequate training and instruction must be given to the appointees and the principal contractor must ensure that all the appointed contractors understand their roles and responsibilities.

Note: Copies of contractor appointments must be kept in the respective SHE file.

3.3.3 SHE policy

A SHE policy is a statement of intent and a commitment by the organisation's CE and senior management in relation to the relevant SHE roles and responsibilities, the achievement of their strategic objectives, values of integrity, customer satisfaction, excellence, and innovation.

The principal contractor and all appointed contractors, if already not in place, will be required to compile an organisational SHE policy in line with there SHE 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 all the contract SHE files and as an annexure the SHE Plans.

3.3.4 COID

The principal contractor and all his/her appointed contractors shall be registered with an appropriate employment compensation commissioner and have available a valid letter of good standing (LoGS) from such commissioner. The obligation lies with the contractors to ensure that the LoGS remains valid throughout the contract period. A copy of the LoGS must be filed in the entire contract SHE files and as an annexure the SHE Plans.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

3.5 Vehicle safety

Contractor companies are responsible for providing fit for purpose vehicle where the requirement exists.

All drivers of the fit for purpose vehicles needs to be in possession of a valid national driver's license.

The fit for purpose vehicles needs to be inspected on a daily basis before use for roadworthiness.

Regular and routine maintenance should be conducted on the fit for purpose vehicles.

All national legislation as well as Eskom requirements pertaining to vehicle, driver and passenger safety to be strictly adhered to.

3.6 Occupational Health, Hygiene and Rehabilitation

All contractors are required to develop an Occupational Health, Hygiene and Rehabilitation program. The program is intended to ensure that the risks to health are identified and controlled.

3.6.1 Medicals

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

1. Principle contractors must ensure that their and their appointed contractors have a medical surveillance program whereby their employees undergo entry, periodic and exit medical fitness examinations.
2. In order for the appropriate medical examinations to be conducted, each employee must have a person job specification (profile), which must indicate the description of work, list of hazards and potential occupational exposure limits, physical hazards and required physical attributes.
3. For employees working on the contract, medical fitness certificates shall be renewed annually for employees who are not office bound including drivers and once every 3 years for employees that are office bound. This shall be maintained until completion of the contract.
4. The Principal Contractor must ensure that his / her employees and sub-contractor employees have undergone pre-entry medical examination before starting work on the contract, should it be for longer than three (3) days.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

5. The principal contractor shall provide a documented process for managing those employees who are issued with a conditional certificate of fitness.

3.7.1 Health and wellness

Contractors shall submit details of their Employee Health and Wellness Programme as part of their Health and Safety Plan which should include awareness training, support for contracted illness and sharing knowledge with members of the public in the immediate work environment.

3.8 Appointments

For the duration of the contract, the principal contractor and all appointed contractors shall appoint competent employees who will meet the requirements of the OHS Act. Where appointments are made, contractors shall ensure that the appointees have been suitably trained and or informed of their responsibilities before getting them to accept such appointment. The relevant statutory appointments shall be made in accordance with the requirements of the OHS Act which includes the requirement of a competent person being appointed in the relevant roles. The statutory appointments should include but not limited to:

- Letter of resolution/ Statement from 16.1
- Appointment of 16.2 (if applicable)

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 what hazards to the health and safety or persons are attached 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 present in an organisation and an estimate of the extent of the risks involved, considering whatever precautions are already being taken. It is essentially a three-stage process:

- identification of all hazards;
- evaluation of the risks;
- measures to control the risks.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

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. Prior to start of work, risk assessments on every job / task are ideal 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. In particular, if a job / task is extended over a day or halted due to inclement weather.

Guidelines for actual steps involved in a job/task specific risk assessment are:

- Each activity is listed;
- Specific hazards are identified and listed against each activity;
- The magnitude of each risk is rated as Low. Medium or High;
- All known documentary and supervisory controls are listed. For instance: What safe work procedures exist for ladders;
- The relevance, effectiveness and sufficiency of these controls are assessed;
- In the event of insufficient or deficient controls for the particular activity, steps to be taken to rectify this shall be recorded, and safe working procedures drawn up;
- Persons responsible for implementing and supervising the task shall be identified, nominated and duly assigned;
- Persons responsible for monitoring the task and carrying out the planned job observation must be nominated;
- Completed risk assessment shall be handed to the Eskom scope manager representative for comment and approval.

The relevant section of the risk assessment shall be issued with a Transmittal Note to the Supervisor nominated as the responsible person; and the names of workmen who have received instruction on the work content and the sequence of the activities listed in the risk assessment shall be recorded, and their competence established. This instruction shall be done through an interpreter if required and recorded on the Pre-Job Brief (Daily Safe Task Instructions), with reference to applicable Risk Assessments.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Anticipated risks of this project (NOTE this list is not Exhaustive)

1. Driving vehicles
2. Walking on uneven surfaces
3. Extreme weather conditions
4. Snake bites and bee stings
5. Slippery/wet surfaces
6. Exposure to contaminated water and hazardous substances
7. Animal attacks
8. Exposure to dust, airborne contaminants and excessive noise
9. Working near public roads and moving vehicles
10. Exposure to electrical installations

3.11 Incident Investigation

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

Contractors shall use the standard General Administrative Regulation Annexure 1 “Recording of an Incident” form for all incident investigation reports. The objective of incident investigation, not only being a legal requirement, is to establish why and how the incident occurred, but to find out the real causes of the incident and to decide on precautionary measures that are required to address the causes to prevent any further recurrences of the same or similar incidents.

3.12 Emergency Management

1. The art of emergency preparedness and response is to minimise the effects of any emergency and to restore normal activities as soon as practical. The supplier must develop their own emergency response in their work premises. The Eskom employees attending training must be made aware of the emergency process and the assembly points. Where any office and or site is located within any Local Authorities area, then the plans must include their involvement. Emergency preparedness.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Periodic emergency drills must be undertaken to test the effectiveness of the plan. This must be recorded and provided on request.

3.12.1 Non-Conformance and Compliance

1. Any non-compliance to any health and safety requirement in this SHE specification is subject to discipline in terms of the Eskom Procurement and Supply Management Procedure.
2. Principal 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. Contract management must close out non-conformances issued, in not doing so, will not ensure that any recommendations made have been carried out and or 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 on by the contractor responsible manager to explain the non-conformance issued and what they intend doing to prevent a recurrence of the non-conformance.
6. Contractor failure to provide adequate PPE to their employees for the tasks being performed and/or to visitors and failure to enforce the wearing of such PPE will be viewed as a transgression of the legislative and Eskom requirements.

3.13 Safe work procedures/ method statements

Method statements / written safe work procedure are control measures used to prevent an incident from occurring during the execution of the scope. A written safe work procedure/ method statements provide guidance how to execute the task safely. A safe working procedure should be written when:-

a. Designing a new job or task;
b. Changing a job or task;
c. Introducing new equipment or substances; and

The safe working procedure should identify:

d. The supervisor for the task or job and the employees who will undertake the task;
e. The tasks that are to be undertaken that pose risks;
f. The equipment and substances that are used in these tasks;

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

g. The control measures that have been built into these tasks;

h. Any training or qualification needed to undertake the task;

i. The personal protective equipment to be worn;

j. Actions to be undertaken to address safety issues that may arise while undertaking the task.

3.15 Eskom Life-saving Rules

1. Eskom views health and safety in high esteem and encourages that any organisation who performs work for Eskom in Eskom adopt the same view.
2. Six Life-saving rules have been developed that will apply to all Eskom Employees, agents, consultants, and service providers. Failure to adhere to these rules by any Eskom employee or employee of a Principal Consultant or appointed Consultant will be considered a serious transgression. These rules are being implemented to prevent serious injury or death of any employee, labour broker or Consultant working in any area within Eskom.
3. If any contractual work will be performed on any Eskom premises (including delivery of any product), then the rules **shall be obeyed** by any Consultant and their employees.

The rules are:

RULE	DESCRIPTION OF RULE
Rule 1	**OPEN, ISOLATE, TEST, EARTH AND CREATE AN EQUIPOTENTIAL ZONE BEFORE TOUCH** (That is plant, any plant operating above 1000 V)
Rule 2	**HOOK UP AT HEIGHTS** Working at height is defined as any work performed above a stable work surface or where a person puts himself/herself in a position where he/she exposes himself/herself to a fall from or into.
Rule 3	**BUCKLE UP** No person may drive any vehicle on Eskom business and/or on Eskom premises: Unless the driver and all passengers are wearing seat belts.
Rule 4	**BE SOBER** No person is allowed to be under the influence of intoxicating liquor or drugs while on duty

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Rule 5	**PERMIT TO WORK** Where an authorisation limitation exists, no person shall work without the required permit to work.
Rule 6	**ENSURE SAFE LIVE WORKING** Ensure all live work basic principles are adhered to.

Eskom will take a stance of zero tolerance on these rules.

Non-compliance to a Life Saving rule will be considered serious misconduct and will lead to serious disciplinary action, which may include dismissal.

This is to ensure that **every person** who works on or visits an Eskom **returns home safely to his or her family.**

3.16 Substance Abuse

1. Alcohol and substance abuse poses a significant threat to any business, more so in industrial incidents and the driving of vehicles. Eskom is therefore, entitled to take reasonable steps to ensure that intoxicated persons are identified and prevented from entering Eskom.
2. General Safety Regulation 2A is clear on the legal stance regarding intoxication.
3. The alcohol and drug permissible level is 0%.
4. All contractors shall comply with Eskom's procedure 32-37 ("Substance Abuse Procedure"), taking into account that this is an Eskom Life-saving Rule number 4: BE SOBER"), this means anyone entering the Eskom will be subjected to ad hoc alcohol testing.
5. Contractors are encouraged to compile their own manual and to carry out regular alcohol testing of their own employees. The legislative alcohol level is deemed to be zero.
6. Test records must be treated as "Confidential" and filed in the employees' personal file.

3.17 SHE Training

1. The principal contractor, when making a bid for this scope shall provide a breakdown list of the SHE training requirements and the costing of such requirements. Similarly, appointed Consultant must provide the same requirements when bidding with the principal contractor.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

2. The scope of training includes but is not limited to the type of work being performed and the relevant procedures. Additional to the requirements, will be that the principal Consultant and appointed contractors must have the appropriate qualifications, certificates and employees should always be under competent supervision.
3. Where legislative and Eskom recommended appointments are made, the relevant training shall be given to those appointees prior to the acceptance of those appointments.
4. When there is an amendment to the Acts and/or to the regulations, SHE specification and SHE plan, all affected staff shall undergo the applicable refresher training.
5. Appropriate time must be set aside for training (induction and other) of all employees.
6. Records of all training and qualifications of all Consultant employees must be kept on the SHE file.
7. Teams that are conducting meter audits will have valid training/ competence certificates during conducting work for Eskom GEMMA Cluster NWOU.

3.18 Induction training

1. The principal Consultant shall ensure that all his / her employees, appointed contractors and their employees have undergone the Eskom Safety induction training prior to commencing work on site.
2. Attendance registers must be completed of any induction training given, which must indicate that they have received and understood the induction training.
3. 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 SHE file on site for the duration of the scope.
4. All employees and visitors on site shall carry the proof of induction training.

3.19 Tools and Equipment

1. Service providers shall ensure that all tools and equipment are identified, safe to be used and is maintained in a good condition.
2. Eskom reserves the right to inspect tools or items of equipment brought to site by service providers for use on this scope.
3. Should Eskom personnel find any item that is inadequate, faulty, unsafe or in any other way unsuitable for the safe and satisfactory execution of the work for which it is intended, the Eskom personnel shall advise the Consultant in writing and the Consultant shall forthwith remove the item from site and replace it with a safe and adequate substitute.

Note: In such cases, the Consultant shall not be entitled to extra payments or extensions of time in respect of delay caused by Eskom's instructions.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

1. Where defective tools and equipment's are identified, such tools and equipment shall be removed out of site immediately, locked away to prevent further use until such time as the tool or piece of equipment has been repaired.
2. Service providers shall ensure that the appropriate records are kept for all tools and equipment used on site. Such tools and equipment's shall be subjected to regular inspections.

3.20 SHE File

1. A scope specific SHE file or other record in permanent form, containing the information about the safety and health management system during delivering and maintaining of products so that the client can maintain the works in a healthy and safe way.
2. All service providers are required to keep a mandatory record in a SHE file for delivery and maintenance of products. Consultant may keep additional files at their head office as additional records. The SHE file shall be maintained by all the service providers on their delivery sites and shall be available on request for audit and inspection purposes.
3. The SHE file shall consist of the requirements in terms of the scope of work safety specification, the contractor's safety and health plans.
4. On completion of delivering and maintenance of products, the principal Consultant must hand over a consolidated health and safety file to the contract manager.
5. In case where the scope is extended, should the documentation in the SHE files become cumbersome, the older documentation must be archived in boxes which shall be correctly labelled and be available for auditing purposes. The archived documentation must be handed over at the completion of the service delivery.

3.21 Hours of Work

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

3.21.1 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 contract 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 Labour and /or the letter of approval from the Department of Labour.

3.22 Omissions from Safety and Health Requirements Specification

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

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

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

3.23 Contract Sign-Off

On completion of the service delivery, all appointed service providers all close out their scope of work documentation; SHE files and forward such to the contractor manager. The principal Consultant shall likewise close out his/her service delivery documentation and SHE files and forward such to the Eskom contract manager.

3. Acceptance

Nill.

4. Revisions

Date	Rev.	Compiler	Remarks
August 2015	0	F Pooe	This provides the initial SHE specification requirements that must be met by the relevant contractors who have been awarded a contract for the work to be performed for Eskom.
	1		

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

ANNEXURE 1 – FLASH REPORT

ACCIDENT / INCIDENT REGISTER NO :

PART 1 – TO BE COMPLETED FOR ALL ACCIDENTS / INCIDENTS:

ESKOM		PUBLIC		CONTRACTOR		CASUAL/TEMP	
POOL		COMPANY CAR		SCHEME		HIRED/PRIVATE	

FIRST AID		ELECTRICAL CONTACT	
MEDICAL		EQUIPMENT DAMAGE	
FATAL		THEFT	
LOST TIME INJURY		ENVIRONMENTAL	
OCCUPATIONAL DISEASE		FIRE	
VEHICLE ACCIDENT		NEAR MISS	
STORM DAMAGE		ON DUTY	
OTHER		OFF DUTY	
CRIME RELATED INCIDENTS			
PRIORITISATION BY LINE & SHE USING THE MATRIX Matrix.pdf			

NAME OF PERSON INVOLVED	
UNIQUE NUMBER OR IDENTITY NUMBER	
NATURE OF INJURIES SUSTAINED	
UNIT/SECTION/DEPARTMENT	
DATE OF ACCIDENT/INCIDENT	
LOCATION OF INCIDENT/ACCIDENT	
MANAGER/SUPERVISOR	
TELEPHONE NUMBER	

FULL DESCRIPTION OF ACCIDENT/INCIDENT :

WHAT IMMEDIATE ACTION IS TAKEN TO PREVENT SIMILAR INCIDENT IN FUTURE?

LESSON LEARNT (GENERAL)

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

IMMEDIATE PRELIMINARY FINDINGS OBSERVED

SUBSTANCE ABUSE TEST DONE	YES		NO	

PART 2 – TO BE COMPLETED FOR PUBLIC / CONTRACTOR / LIVESTOCK ACCIDENTS

LOW HANGING CONDUCTOR / CONDUCTOR ON GROUND		OTHER	
IRRIGATION PIPE INTO LINE			
TELKOM LINE INTO ESKOM LINE			
EXTERNAL / SUB-CONTRACTOR			
UNLAWFUL ENTRY / VANDALISM			
CRANE INTO LINE			
TREE ON LINE			
ESKOM VEHICLE INVOLVED			

PART 3 – TO BE COMPLETED FOR ALL VEHICLE ACCIDENTS

ESKOM DRIVER & UNIQUE NUMBER	
ESKOM VEHICLE REGISTRATION NUMBER	
DAMAGES TO ESKOM VEHICLE	
THIRD PARTY REGISTRATION NUMBER	
DRIVER OF 3RD PARTY VEHICLE	
TELEPHONE NUMBER OF 3RD PARTY	
NAME OF WITNESS	
WITNESS TELEPHONE NUMBER	

PART 4 – TO BE COMPLETED FOR ALL ELECTRICAL CONTACTS

DD SHEET NUMBER	
LINE CLEARANCE	
SUB STATION AND NETWORK	
SECTION BREAKERS	
TEE LINE	
ESKOM VOLTAGE	
BEFORE THE METER	
BEYOND THE METER	

PART 5 – TO BE COMPLETED FOR ALL CRIME RELATED INCIDENTS

NAME OF INVESTIGATING OFFICER	
DATE , TIME REPORTED TO INVESTIGATING OFFICER	

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

ESTIMATED VALUE INVOLVED	
DESCRIPTION OF PROPERTY DAMAGE	
NAME OF POLICE STATION REPORTED TO	
DATE, TIME REPORTED TO SAPS	
PERSON REPORTING TO SAPS	

PART 6 – TO BE COMPLETED FOR ALL MEDICAL AND LOST TIME INJURIES

NAME OF ATTENDING DOCTOR	
NAME HOSPITAL TAKEN TO	
TELEPHONE NUMBER OF DOCTOR / HOSPITAL	
FAX NUMBER OF DOCTOR / HOSPITAL	
DATE OF TREATMENT RECEIVED	
TIME OF TREATMENT RECEIVED	

PART 7 – TO BE COMPLETED FOR ALL INCIDENTS / ACCIDENTS

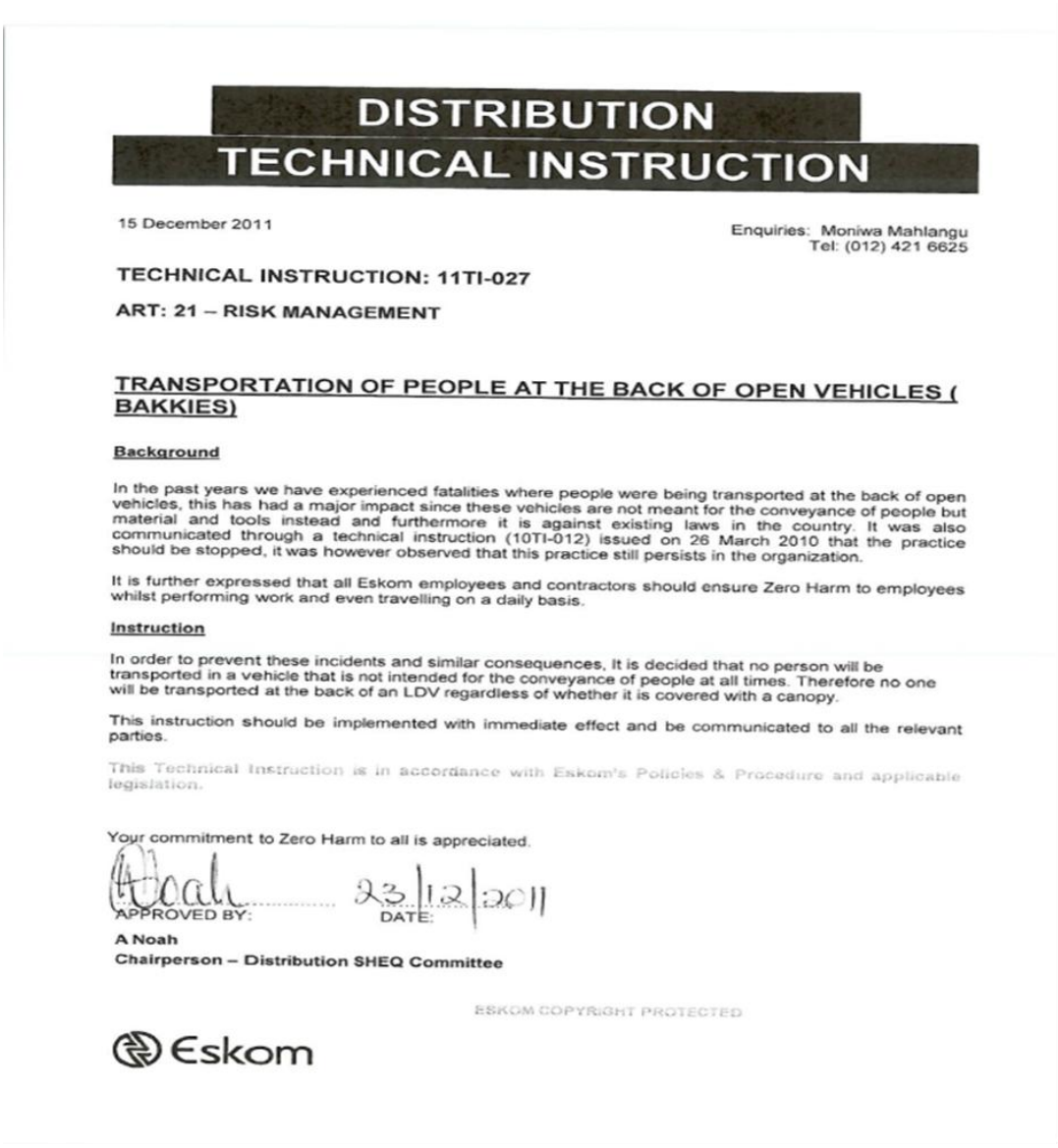
FULL NAME OF PERSON REPORTING INCIDENT	
NAME OF SAFETY REP REPORTED TO	
TELEPHONE NUMBER	
FAX NUMBER	
DATE OF REPORTING INCIDENT / ACCIDENT	
TIME OF INCIDENT / ACCIDENT	

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Annexure 2 – Transportation of people at the back of open vehicles



DISTRIBUTION
TECHNICAL INSTRUCTION

15 December 2011

Enquiries: Moniwa Mahlangu
Tel: (012) 421 6625

TECHNICAL INSTRUCTION: 11TI-027

ART: 21 – RISK MANAGEMENT

TRANSPORTATION OF PEOPLE AT THE BACK OF OPEN VEHICLES (BAKKIES)

Background

In the past years we have experienced fatalities where people were being transported at the back of open vehicles, this has had a major impact since these vehicles are not meant for the conveyance of people but material and tools instead and furthermore it is against existing laws in the country. It was also communicated through a technical instruction (10TI-012) issued on 26 March 2010 that the practice should be stopped, it was however observed that this practice still persists in the organization.

It is further expressed that all Eskom employees and contractors should ensure Zero Harm to employees whilst performing work and even travelling on a daily basis.

Instruction

In order to prevent these incidents and similar consequences, It is decided that no person will be transported in a vehicle that is not intended for the conveyance of people at all times. Therefore no one will be transported at the back of an LDV regardless of whether it is covered with a canopy.

This instruction should be implemented with immediate effect and be communicated to all the relevant parties.

This Technical Instruction is in accordance with Eskom's Policies & Procedure and applicable legislation.

Your commitment to Zero Harm to all is appreciated.

APPROVED BY: A Noah DATE: 23/12/2011

A Noah
Chairperson – Distribution SHEQ Committee

ESKOM COPYRIGHT PROTECTED

Eskom

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Annexure 3 – 37(2) Agreement Template

SECTION 37(2) AGREEMENT

CONCLUDED BETWEEN

……[*insert name of subsidiary or Eskom Holdings SOC Limited*]

AND

……

(Name of contractor/supplier)

I, ……..[*(insert name of person representing contractor/supplier company*)representing …..... [*insert name of contractor/supplier*], do hereby acknowledge that ……... [*insert name of contractor/supplier*] is an employer in his/her own right, with duties as prescribed in the Occupational Health and Safety Act No. 85 of 1993 (“the Act”), as amended, and agree to ensure that all work will be performed and/or machinery or plant used in accordance with the provisions of the Act.

I undertake that …… [*insert name of contractor/supplier*] shall strictly adhere to, and ensure that his/her employees adhere to, the provisions of the Occupational Health and Safety Act, 1993 (Act 85 of 1993).

I have been provided with SHE specifications for project/service ……[*insert brief details of project/service, for example, name, contract/project number*] …….

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

and will comply with the requirements set out in these.

I accept and agree that the SHE specifications constitute arrangements and procedures between …….. (*insert name of contractor/supplier)* and [*insert name of subsidiary or Eskom Holdings SOC Limited*] which will ensure compliance by …… [*insert name of contractor/supplier*] with the provisions of the Act, as contemplated in section 37(2) of the Act.

This agreement constitutes the sole agreement between the parties, and no variation, modification, or waiver of any of the provisions of this agreement or consent to any departure from these shall, in any manner, be of any force or effect, unless confirmed in writing and signed by both parties, and such variation, modification, waiver, or consent shall be effective only in the specific instance and for the specific purpose and to the extent for which it was made or given.

This agreement is signed on behalf of the parties, each signatory to this warranting that he/she has the requisite authority to do so.

Signed this …….. day of ……..……..... 20 …… at

……..…….. (*Place*)

(*Full name*)…… (*Signature*)

……on

behalf of …….. **(Contractor/supplier)**

Contractor Responsible Manager (*responsible for signing the contract on behalf of the contractor/supplier*)

Witnesses

1. ……

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

2. ……..……

Signed this …… day of ……... 20 …… at ……

(*Place*)

(*Full name*…….. (*Signature*) ……
on

behalf of [insert name of subsidiary or Eskom Holdings SOC Limited]
(Contracts and/or Project Manager or Representative)

Witnesses

1. ……...

2. …….

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Annexure 4 – Annexure B: Eskom Acknowledgement Form for OHS legal and other requirements

Eskom	**Annexure B: Eskom Acknowledgement Form for OHS legal and other requirements**	**Template Identifier**	**240-43921804**	**Rev**	**5**
		Document Identifier	**240-77471499**	**Rev**	**3**
		Effective Date	**May 2021**		

Annexure B: Acknowledgement Form for Eskom OHS legal and other requirements

NOTE: the supplier/contractor/tenderer has to ensure that he/she understands the OHS requirements listed hereunder.

1. The **supplier/contractor/tenderer** is expected to comply to the following documents when working at/rendering a service to Eskom but not limited to the following:
    a. Eskom contractor Health and Safety requirements standards 32-136
    b. OHS specification/requirements provided
    c. Occupational Health and Safety Act 85 of 1993
    d. Compensation for Occupational Diseases and Illnesses Act 130 of 1993

Note: Please note that after contract award, it is your responsibility to fully align the company's processes to Eskom's OHS requirements (policies, procedures, standards etc).

2. Penalties shall be enforced on the main supplier for non-conformance/s (identified for the main supplier and/or its contractor and/or supplier) pertaining to Eskom and/or Statutory OHS requirement/s.

4. Ensure that all employees (contractors/suppliers) undergo the relevant Eskom induction and the company's

5. Management of Contractors/ Suppliers

The main contractor/supplier:

a) Has to demonstrate to Eskom the process and selection criteria applied when appointing contractors and suppliers.
b) Has to provide notification to Eskom, prior to the appointment of contractors or suppliers for the commencement of work.
c) Has to ensure that contractors/ suppliers have adequate resources and competencies.
d) Is accountable for the management of its contractors/ suppliers in order to ensure that the applicable legal and Eskom requirements (that are applicable to the main supplier during contract execution) are complied with by the contractors or suppliers.
e) The main supplier shall monitor contractors or suppliers through audits and assessments with regard to OHS compliance during the execution of the work.
f) The grounds for the termination of work done by contractors/suppliers shall be provided by the main supplier.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

g) All non-conformances/non-compliance by the contractors/suppliers (all tiers) to the main supplier shall be dealt with directly with the main contractor/supplier in terms of performance and penalty processes.

h) Eskom reserves the right to verify this when deemed necessary. The contractor may be instructed to provide copies of testimonials/references and the contact detail of clients (including Eskom) for whom the Company has done previous work of a similar nature

I, the undersigned, hereby acknowledge that I have obtained copies of the above documents and confirm that I fully understand them and the consequences of non-compliance.

Signed at …… on …….. day of …… 20……...

Company/Supplier Name: ----------

Name of Authorised person (CEO/Director/ Managing Director)

---------- **----------**

Signature **Date**

Witness 1 ……..

Witness 2 ……..

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Annexure 5 – OHS Tender Evaluation Template

Eskom	**Annexure C 3: OHS Tender Evaluation Template (Low risk work)**	**Template Identifier**	**240-43921898**	**Rev**	**5**
		Document Identifier	**240-106084699**	**Rev**	**2**
		Effective Date	**May 2021**		

1. **Tenderer's / Supplier's name: …….** **Tender Ref number: …….**

Scope of work: ……

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Ref	OHS Tender Returnable	Submission Y = Yes N= No	Comments
1	**Annexure B** Is the acknowledgement of **Eskom's OHS** legal and other requirements form signed and submitted by the tenderer?		
2	**OHS plan** (Must address the project /scope of work OHS risk(s) and aligned with the health and safety specification or requirements)		
3	**Baseline OHS Risk Assessment (BRA)** Identification, assessment and management of OHS risks related to the scope of work. The methodology used for the risk assessment must be provided together with the BRA		
4	Valid Letter of Good Standing **(COIDA or equivalent)**		
5	**OHS policy signed by CEO** The submitted policy document must comply to OHS Act Section 7		

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

6.	**OHS Competency** (Consider scope of work, risks, SHE plan and applicability) CV,s and qualifications / certificates (List competencies required) - First aider - Fire fighter - Risk assessor		
7.	**Medical Fitness Certificates -** by Occupational Health Practitioner.		
8.	**Vehicle and driver safety procedure**		
Recommendation			**Recommended /Not Recommended**

OR

2. PART B

Annotation: This section is only applicable to suppliers/consultants/contractors that have been certified for an auditable OHS system.

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

Ref	**OHS Tender Returnable**	**Submission** **Y = Yes** **N= No**	**Comments**
1	**Annexure B** Is the acknowledgement of **Eskom's OHS** legal and other requirements form signed and submitted by the tenderer?		
2	ISO 45001 certificate or equivalent		
3	Valid Letter of Good Standing **(COIDA or equivalent)**		
Recommendation			**Recommended /Not Recommended**

……	……..	…….……..	……..
Eskom's/Client's OHS Representative	**Designation**	**Signature**	**Date**

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

3. Development Team

Diane Maunatlala

Public

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.