

DRAFT

Occupational Health and Safety Specification (OHSE SPEC)

Project Name : Construction of Maphapala Community Health Clinic

Client OHS : I Samsunder

Representative



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1. Introduction

The *KwaZulu Natal Department of Health* is deemed as the “**Client**” in terms of the definitions of Construction Regulations of 2014 as published in *Government Gazette No. 37305*. The Construction Regulations of 2014 under *CR (5) (1)* stipulates that the client must prepare a suitable, sufficiently documented and coherent site specific Occupational Health and Safety Specification for the intended construction work based on the baseline risk assessment.

The purpose of this Occupational Health, Safety and Environmental Specification document (*which hereinafter will be referred to as OHSE Spec*) is to provide designers and the successful tenderer with essential OHS information to ensure effective safety management during the design and construction phase of the project.

This OHSE Spec forms an integral part of the contract between the Client and the Principal Contractor, so as to ensure compliance with the Occupational Health and Safety Act, Act 85 of 1993 and its applicable regulations and must serve as the basis for the Principal Contractor to develop his/her Project Safety, Health and Environmental Management Plan. As with any other plan for it to be implemented and managed effectively it requires the allocation of sufficient funds to achieve the objectives set out in the plan. In line with this requirement Construction Regulation 5(1) (g) requires the Client to ensure that the Principal Contractor has made adequate provisions for the cost of Health and Safety Measures in their tenders.

It must be noted that this OHSE Spec as much as it is detailed it is not exhaustive and the onus is on the Principal Contractors to ensure that they comply with Section 8 of the OHS Act, Act 85 of 1993 which states that “*Every Employer shall provide and maintain, as far as is reasonably practicable, a working environment that is safe and without risk to the health of his employees.*” this means that Principal Contractors as they are employers in their own right must at all times ensure continuous assessments are done for continued provision and maintenance of a healthy and safe working environment.

2. Definitions

For the purpose of the OHSE Spec, the abbreviations or definitions given hereunder shall apply and the reference to on gender will also apply to the other gender.

“**CR**” refers to the Construction Regulations 2014

“**Agent (Pr.CHSA)**” means a competent person who acts as a representative for a client in terms of regulation (5)5.

“**Client**” means Department of Health

“**Competent person**” means a person who-

- (a) Has in respect of the work or task to be performed the required knowledge, training, and experience and, where applicable, qualifications, specific for that work or task: Provided that where appropriate qualifications and training are registered in terms of the provisions of the National Qualifications Framework Act, 2000 (Act No.67 of 2000), those qualifications and that training must be regarded as the required qualifications and training; and
- (b) Is familiar with the OHS Act, Act 85 of 1993 and with the applicable regulations made under the Act;

“**Construction Manager (Site Agent)**” means a competent person responsible for the management of the physical construction processes and the coordination, administration, and management of resources on a construction site;

“**Construction Site**” means a workplace where construction work is being performed;

“**Construction Supervisor**” means a competent person responsible for supervising construction activities on a construction site;

“**Construction Vehicle**” means a vehicle used as a means of conveyance for transporting persons or material, or persons and material, on and off the construction site for the purposes of performing construction work;

“**Construction work**” means any work in connection with –

- (a) The construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or
- (b) the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer, or water reticulation system; or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work;

“**Contractor**” means an employer who performs construction work;

“**COVID 19**” means Coronavirus disease 2019

"Coronavirus disease" is an infectious disease caused by a newly discovered coronavirus.

"COVID 19 compliance officer" designated person that oversee the implementation of the COVID-19 site management plan.

"Demolition Work" means a method to dismantle, wreck, break, pull down or knock down of a structure or part thereof by way of manual labour, machinery, or the use of explosives;

"Fall Protection Plan" means a documented plan, which includes and provides for-

- (a) All risks relating to working from a fall risk position, considering the nature of work undertaken;
- (b) The procedures and methods to be applied in order to eliminate the risk of falling; and
- (c) A rescue plan and procedures;

"Health and Safety File" means a file, or other record containing the information in writing required by these Regulations;

"Health and Safety Plan" means a site, activity, or project specific documented plan in accordance with the client's health and safety specification;

"Health and Safety Specification" means a site, activity or project specific document prepared by the client pertaining to all health and safety requirements related to construction work;

"Medical Certificate of Fitness" means a certificate contemplated in regulation 7(8) of Construction Regulations 2014;

"Principal Contractor" means an employer appointed by the client to perform construction work;

"Safety Officer" – a person deemed competent by SACPCMP under the relevant category of registration.

"Professional Engineer or Professional Certificated Engineer" means a person holding registration as either a Professional Engineer or Professional Certificated Engineer in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000).

3. Scope of Application

This OHSE Specification document stipulates the minimum Occupational Health, Safety, and Environmental requirements that the tenderer need to address in his/her OHSE Plan. This Specification also addresses legal compliance, hazard identification, risk assessment, risk control, and the promotion of a Health and Safety culture amongst those working on the project.

This Specification also makes provision for the protection of persons other than employees. This OHSE Spec is exclusively applicable to the following project pending any change of scope which may necessitate changes to the OHSE Specification.

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This OHSE Specification further seeks to achieve the following:

- a) To provide Principal Contractors with the Structure of the Detailed OHSE Plans they will have to prepare and submit for this project. **See Annexure A**
- b) Provide the overarching framework within which the Principal Contractor is required to demonstrate compliance with certain requirements for occupational health and safety established by the Occupational Health and Safety Act, Act 85 of 1993, all applicable regulations and Client Specific Requirements. **See Annexure B**
- c) To bring to the attention of the Bidding Principal Contractors that they need to make an undertaking that the costs for executing the project includes the costs of complying with the OHS Act, Act 85 of 1993, all applicable regulations including Client Specific requirements. Such undertaking is made by appending signatures on the OHS Declaration for Tenders. **See Annexure C**
- d) To bring to the attention of the Bidding Principal Contractors that they need to price accordingly for the provision of OHSE management for the execution of this project. The OHS BOQ template provides the OHS items that is to be taken into consideration when tendering for this project. **See Annexure D**
- e) Ensure that the Principal Agent as the Professional Service Provider appointed by the Department to manage the project on its behalf in terms of the Conditions of Contract applicable to this project ensures that the contents of this document and the attached Baseline Risk Assessment are taken into consideration during design by all professionals appointed and that the OHSE Specification is incorporated into the tender documents. **See Annexure E**

4. Scope of Works

The project involves the construction of a new clinic in Eshowe.
The scope of works will include the following:

- Guardhouse and public ablutions\

- Admin and main central area
- Emergency and support services
- Services and stores
- Preventative and promotive acute care
- Chronic care
- Youth and outreach centre
- Staff housing accommodations
- Parking area

5. Contractual Issues

Acceptance by the Principal Contractor of the contract with KZN DOH shall constitute acknowledgement that the Principal Contractor has familiarised him/herself with the contents of the OHSE Spec and that he/she will comply with all its obligations in respect thereof.

Due to the fact that this document is based on legislative requirements, the Client requires that all Contractors comply with the requirements of this document and all other relevant legislative requirements not covered by this document.

The Client or its duly appointed Construction H&S Agent reserves the right to stop any Principal Contractor or Sub-Contractors from working whenever Safety, Health or Environmental requirements are being violated as required by regulation 5(1)(q). Any resultant costs of such work stoppages will be for the relevant Contractor's account.

The requirements as specified by the Client in this document must not be deemed to be exhaustive and the Client reserves the right to make changes as and when the Client deems fit to address issue of OHSE Compliance.

The Client will not entertain any claim of any nature whatsoever which arises as a result of costs incurred or delays being experienced due to the Contractor not complying with the requirements of this document and/or any other applicable legislative requirements imposed on the Contractor.

6. Administrative Requirements

6.1 Application for construction work permit

A client who intends to have construction work carried out, must at least 30 days before that work is to be carried out apply to the provincial director in writing for a construction work permit to perform construction work if the intended construction work will-

- (a) Exceed 365 days and will involve more than 3600 person days of construction work; or
- (b) the tender value limit is grade 7,8 or 9 of the Construction Industry Development Board (CIBD) grading.

The application for the construction work permit will be done by the client's appointed CHS representative.

Site establishment will commence once the construction work permit has been issued by the Department of Employment and Labour and a copy of the permit has been issued to the principal contractor.

The construction work permit number is to be displayed on the project construction notice board at the entrance of the construction site

7. Appointment of a Full time Safety officer

The Principal Contractors will have to appoint a full-time competent Construction H&S Officer who is registered with the S.A.C.P.C.M.P. The appointed person shall be tasked with the duties and functions as prescribed in the standard scope of services for construction health & safety officer registered in terms of the South African Council for the Projects and Construction Management Professions Act No 48 of 2000.

The CHS officer must also ensure the administration of safety related documents is conducted and submit the SHE report to the client on a monthly basis.

The appointed safety officer will ensure the implementation and management of the appointed Principal contractors Covid 19 policy.

8. Communication Plan for the Project

OH&S Liaison between the Employer, the Principal Contractor, other Contractors, the Designer and other concerned parties shall be through the H&S Committee as per the procedures determined by the H&S Committee.

In addition to the above, communication may be directly to the Client or his appointed Agent, verbally or in writing, as and when the need arises.

Consultation with the workforce on OH&S matters will be through their appointed construction safety officer/Construction manager/supervisors. A community liaison officer will be appointed, through whom all communication for the local labour will be done.

The Principal Contractor will be responsible for the dissemination of all relevant OH&S information to the other Contractors e.g., design changes agreed with the Client and/or its Agent on its behalf and the Designer, instructions by the Client and/or his/her agent, exchange of information between Contractors, the reporting of hazardous/dangerous conditions/situations.

9. The Project Team

Initial & Surname	Organization	Discipline	Telephone	Email
Sokoya Temitope	D.O.H	Project Manager		Temitope.Sokoya@kznhealth.gov.za
Jeremy Steere	Jeremy Steere Architects	Architecture	083 631 6421	jeremysteerearchitect@gmail.com

Rohan Singh	Turner Townsend	Quantity Surveyor		rsingh@turmtown.co.za
	Kohmah	Civil/Structural Engineers		
Terrence Mvuyana	Sileta	Mechanical Engineers		
	Motla	Electrical Engineers		
Mr I Samsunder	KDS	CSH Agent	031 4648091	vinesh@kdssafety.co.za

9.1. Overall Supervision and Responsibilities for OHS Management

- The Chief Executive Officer of the Principal Contractor in terms of Section 16 (1) of the Act to ensure that the Employer (as defined in the Act) complies with the Act
- All OH&S Act (85 /1993), Section 16 (2) appointee/s as detailed in his/her/their respective appointment forms to regularly, in writing, report to their principals on matters of health and safety per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspection and to ensure that the reports are made available to the principal Contractor to become part of site records.
- The Construction Manager/s, Supervisor/s and Safety Officer appointed in terms of Construction Regulation 8 to regularly, in writing, report to their employer on matters of health and safety per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspection and to ensure that the reports are made available to the principal Contractor
- On a monthly basis, the principal contractor's health, and safety management system (SHE Plan) and workplace activities will be audited by the appointed Agent to assess compliance with the project health and safety requirements. Any deviation from these requirements (i.e. non-conformance) that places the health or safety of any person in immediate danger will result in the specific activity being stopped until the non-conformance is corrected.
- For each non-conformance identified during any audit, the contractor will identify and implement appropriate corrective actions.
- For each corrective action, a responsible person must be designated and an appropriate timeframe (target date) for completion of the corrective action must be specified. Progress on implementing corrective actions (i.e. closing non-conformances) must be monitored and reported on. The implementation of corrective actions will be verified during the monthly audits.
- Failure on the part of the Client or Agent to comply with this requirement will not relieve the Principal Contractor from any one or more of his/her duties under the Act and Regulations
- Should it be determined that the contractor's level of compliance is unsatisfactory, all work being performed by the contractor on the project site may be stopped (at the contractor's expense) until an investigation into the reasons for the poor performance has been carried out, a corrective action plan has been developed, and corrective actions have been implemented.

- In addition to the audit carried out by the clients Agent, the contractor will carry out an internal audit on a monthly basis to assess compliance with the project health and safety requirements (including the requirements of this specification and the contractor's Health and Safety Management Plan). Furthermore, the contractor will ensure that each appointed sub-contractor is audited and measured to the same standard. Copies of these audit reports must be submitted to the appointed Agent on a monthly basis.

Annexure A

Structure of the Detailed OHSE Plan

A detailed OHSE Plan is to be submitted by the successful tenderer as per section 3 (a) on this document. The following are the minimum standard legal documentation that must form part of the OHSE Plan based on the risks attached in executing this project –

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1. Letter of Good Standing with Compensation Commissioner or Compensation insurer
2. The Contractor's Health, Safety & Environmental Policy, signed by the chief executive officer, which outlines the Contractor's OHSE compliance objectives and how they will be achieved. The OHS Policy is to include the compliance for the management of COVID 19.
3. Pre-Construction risk assessment (*Site specific and date*)
4. Relevant checklists and registers
5. Statutory test and inspections have been carried out on machinery, tools and equipment used on the Project
6. Site specific OHSE Organogram onsite.
7. Preliminary Induction Program
8. OHS Audit format for scheduled audits on all appointed contractors and self-audits
9. Asbestos Removal Plan
10. Fall Protection Plan
11. Demolition Plan. To be approved by the structural/architect before any works can be executed.
12. Bulk earthworks. To be approved by the Structural Engineer before any works can be executed
13. Environmental Management Plan which is to be developed to comply with the requirements of the National Environmental Management Act (NEMA) and the Local Municipal Bylaws. The environmental management plan is to provide a detailed waste management plan as all demolished structures and the storm water management.
14. Site Establishment Plan
15. Public Safety Management Plan
16. Emergency preparedness plan

17. Traffic Management Plan
18. Duties and responsibilities of key appointed staff for the project
Proof of competency, which should include detailed CV, proof of qualifications, registration with relevant statutory bodies, relevant experience, and references from previous clients for the following legal appointees.
- 18.1. *Construction Manager –*
- 18.2. *Construction Work Supervisor –*
- 18.3. *Construction H&S Officer – Registration with SACPCMP*
- 18.4. *Risk Assessor – SAQA accredited competency certificate*
- 18.5. *Accident Investigator – SAQA accredited competency certificate*
- 18.6. *Fall Protection Planner – SAQA accredited unit standard:
229994/229995/229998*
- 18.7. *Demolition work inspector –*
- 18.8. *Electrician – Wireman’s licence*
- 18.9. *Temporary works supervisor -*
- 18.10. *Excavation supervisor*

Legal appointments to be appointed	
Prior Site Handover	After Site Handover on commencement with Construction work
<ul style="list-style-type: none"> • 16.2 • Construction Manager • Assistant Construction Manager • Construction Work Supervisor • Construction H&S Officer • Risk Assessor • Fall protection Planner • Demolition Works Supervisor 	<ul style="list-style-type: none"> • Excavation work supervisor • Scaffold Erectors • Scaffold Inspectors • Scaffold Supervisors • First Aiders • Emergency co-ordinator • Fire Marshalls • Fire team members • Portable Electrical tool inspector • Hand tools inspector • Assistant Construction Work Supervisor • Housekeeping inspector • Stacking and storage inspector • Construction Vehicle and mobile plant inspector • Construction Vehicle and Mobile plant operators • Traffic Controller (Flagman) • Lifting machinery operators • Lifting equipment inspector • Banksman • Temporary electrical installation inspector • Temporary works designer • Temporary works inspector

	<ul style="list-style-type: none"> • Flammable liquids Storage Inspector • Hazardous substance storage inspector • Ladder inspector • Health and safety representatives • Accident investigator
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Annexure B

Client Specific Requirements

Items	Client Specific Requirements
Site establishment	<ul style="list-style-type: none"> • The location of the site office should be in an area that will not require visitors /patients/ hospital staff to pass through or enter area where construction work is active and will not require the re-location of the office as the project progresses. • The site office location is to be fully fenced off with access control • Contractor is to submit a Site Establishment Plan for review and approval prior to establishing site. • The proposed construction site is to be completely hoarded off from the general public, patients and hospital staff. The hoarding is to be solid and a min height of 2.5m high • Principal contractor is to ensure designated parking is provided during site establishment.
Medical Certificates	<ul style="list-style-type: none"> • In compliance with the requirements of the Construction Regulations 2014 section 7(8) the Contractor must ensure that all of his employee's onsite have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner in the form of Annexure 3.
Appointment of a Full-time safety officer	<ul style="list-style-type: none"> • The Principal Contractors will have to appoint a competent Construction H&S Officer, for this project, who is registered with SACPCMP and will have to be onsite for the duration of this project.
Relocation of identified mobile buildings and services	<ul style="list-style-type: none"> • The mobile building units will be relocated prior to any construction works. This will involve the use of lifting machinery. • The contractor will be responsible for the relocation of the Afrox oxygen tank.
Demolition work	<ul style="list-style-type: none"> • All demolition works is to be comply with the requirements of Construction Regulations 14. • The Principal Contractor/Contractor must appoint a competent person in writing to supervise and control all demolition work on site.
Extreme weather conditions	<ul style="list-style-type: none"> • If the weather condition poses a threat to the health & safety of employees, be it extreme heat, cold, lightning or any adverse weather condition appropriate safety measures have to be taken. • Adequate measures to be implemented to mitigate rain damage to any exposed buildings or services.

Change to scope of work	<ul style="list-style-type: none"> Should there be changes to the original scope of work, the Principal Agent must inform appointed Construction Health and Safety Agent to effect changes to the OHSE Specification.
Contractors OHSE Plan Submission	<ul style="list-style-type: none"> The successful Tenderer must submit a copy of the detailed OHSE Plan for approval and keep the original for onsite use during construction. The principal Contractor will not be allowed to start site establishment before his/her OHSE Plan has been approved in writing. Should there be a change in the original scope of works, the principal contractor is to amend his/her OHSE Plan
Bylaws	<ul style="list-style-type: none"> The Principal Contractor must incorporate any aspects of the Local Municipal bylaws which affect the Safety and Environmental wellbeing of the employees, the public and the environment into his/her OHSE Plan and ensure compliance to such bylaws.
Risk assessment for construction work	<ul style="list-style-type: none"> To comply with CR (9) and to also address environmental issues To also include exposure to hazardous chemical substances, gases <i>See the attached baseline risk assessment to be considered by both the designer and the principal contractor.</i> Issue a Baseline and Continuous Risk Assessment Risk assessments and method statements are to be submitted to the SHE Agent at least 2 weeks in advanced for review and approval before any works commence on site. Ensure all risk assessments are communicated to staff prior to commencement of the task.
Occupational Hygiene and infection control	<ul style="list-style-type: none"> Occupational exposure to hazardous biological agents is a present risk on this project and the contractors must ensure that proper health and hygiene measures are put in place to prevent exposure to these hazards. Contractors must prevent inhalation, ingestion and absorption of any harmful chemical or biological agents. Appropriate PPE to be used when working within the existing sewer lines. Water to be utilized for drinking purposes may only be drawn from taps designated for drinking water purposes. Hazardous materials such as asbestos may not be included in general rubble and need to be disposed of as per applicable legislative requirements
Fall protection	<ul style="list-style-type: none"> Submit s site specific fall protection plan prior to any heights works conducted on site. To comply with CR (10) And the applicable unit standards namely: 229994, 229995 and 229998 Edge protection and protection of floor openings need to be of such a manner as to properly protect employees from falling off elevated positions or falling into floor openings All staff working at heights to have valid medicals and competency training.
Structures	<ul style="list-style-type: none"> To comply with CR (11) Underpinning is to be done and principal contractor is to ensure required inspections are conducted by the appointed competent person.

	<ul style="list-style-type: none"> • The required method statement and risk assessment is to be submitted and approved before any works commence on site. • Anchored contiguous piled wall will be constructed to provide lateral support to identified building and retain excavation . Inspection of existing structures is to be monitored.
Excavations	<ul style="list-style-type: none"> • To comply with CR (13) and the following; • If the risk exists of a person in an excavation being enclosed in an event of a collapse the following will apply; shoring sufficient to prevent enclosure, any excavated material must be placed at least 1metre from the edge and at the maximum angle of repose to the horizontal. • No excavation may affect the stability of any adjoining structure or road unless steps have been taken as identified by an Engineer or a Technologist. • Adequate provisions must be made to ensure that water is drained from excavations where water may enter such excavations as a result of seepage or rain • All excavations done by the Principal or Sub Contractors must be barricaded by means of solid barricading and barricading tape may only be used to make such barricading more visible • All deep open excavations to be sign posted. • Site specific risk assessment and method statement are to be provided for review and approval for excavations executed on site.
Scaffolding	<ul style="list-style-type: none"> • To comply with CR (16) and SANS 10085 and the following; • Scaffolding Inspectors, Scaffolding Supervisors and Scaffolding Erectors must be different individuals and be deemed competent with records of competency in file • Scaffold Harness must be used on Scaffolding, normal Harnesses may not be used on scaffolding • Sufficient Scaffolding material e.g., tags, trapdoors etc. need to be on site as determined by the activities on site • Scaffold bases may not be supported by materials such as bricks and chipboard. Suitable material needs to be used as per SANS 10085. • • All scaffolding to be erected, is to have a design plan and the following documents are to be provided before use: Scaffold request form Scaffold Inspection form Scaffold handover certificate
Construction vehicles and mobile plant	<ul style="list-style-type: none"> • To comply with CR (23) and the National Road Traffic Act 1996. and the following; • Have the appropriate code of licence and training to operate the class of construction vehicle and mobile plant • Provision of a serviced portable fire extinguisher in vehicles at all times. • All construction vehicles must be fitted with audible reverse alarms.
Electrical installations and machinery on construction sites	<ul style="list-style-type: none"> • To comply with CR (24) • All temporary electrical connections to be done by a registered electrician and a valid CoC is to be provided and in file. • All electrical supply to the proposed buildings is to be isolated and locked out by the appointed Electrician by the Principal contractor.

	<ul style="list-style-type: none"> • Contractor will be provided with an electrical point of supply which will be metered for the cost of the contractor. • Contractor is to make provision for power supply during load shedding. The existing point of supply will not be connected to the hospital essential supply.
Use and temporary storage of flammable liquids on construction sites	<ul style="list-style-type: none"> • To comply with CR (25) and the following: • All flammable liquids to be stored in a flammable liquid cupboard/cage which is to be located away from any existing hospital buildings. • A spill kit is to be available to clean any spillages. • All fuels to be stored in designated storage containers and should be in a bund area. • Contractor is to comply with the Local Fire Department requirements for bulk fuel storage on site.
Housekeeping and general safeguarding on construction sites	<ul style="list-style-type: none"> • To comply with CR (27) and the following; • Contractor to designate areas for placing refuse and rubble prior to being removed from site • Dust suppression is to be maintained on site during construction activities • Contractor must implement a daily task site clean-up for all activities these should cover work areas, stairways, walkways and entire construction site to free of any construction debris obstruction. • Refuse to be separated for recycling purposes • All domestic refuse is to be placed into refuse bins with lids and to be disposed of site at frequent intervals to mitigate the attraction of rodents and insects
Stacking and storage on construction sites	<ul style="list-style-type: none"> • To comply with CR (28) and the following; • All stacking and storage is to be done within the construction work site • Stacking and storage on the public road will not be permitted as these areas are used for hospital visitors parking. • All unused building material is to be removed off site. • The demolished building waste is to be removed off site.
Fire precautions on construction sites	<ul style="list-style-type: none"> • To comply with CR (29) and the following; • No smoking may be permitted on site except in designated smoking areas • All stacking and storage of hazardous chemicals and flammable chemicals must be stored based on their class of compatibility. • Adequate firefighting equipment is to be provided on site
Construction employees' facilities	<ul style="list-style-type: none"> • To comply with CR (30) and the following; • Sufficient toilets to be provided for both male and female staff • All portable toilets are to be serviced twice a week with records in file. • Gender signs to be placed at appropriate locations • All welfare facilities to be kept in a hygienic condition at all times. • Employees to be trained in good hygiene practices • Adequate hand wash and sanitising areas to be provided on site • Contractors staff are not permitted to use any of the hospital ablution facilities or have their breaks within the operational hospital premises.
Public Safety & Signage	<ul style="list-style-type: none"> • The Principal Contractor engaged in construction work must ensure that each person working on or visiting a site, and the general public and hospital staff adjacent to the construction site, shall be made aware of

	<p>the dangers likely to arise from onsite activities and the precautions to be observed to avoid or minimise those dangers.</p> <ul style="list-style-type: none"> • Appropriate signage shall be posted at conspicuous points within and around the perimeter of the construction site. The steps to comply with this requirement must be outlined in the OHSE Plan. • The public or visitors may only be permitted on site if they go through an appropriate health and safety induction detailing hazards and risks, they may be exposed to and what measures are in place to control these hazards and risks • The entire project site must be secured against unauthorized access and provided with appropriate warning signage. Where roadways or walkways must be encroached or closed due to work, adequate barriers shall be installed to safely redirect the flow of vehicles and pedestrians and protect them from construction activities. • Whenever it is necessary to maintain public and hospital staff use of work areas (such as sidewalks, ramps, entrances to buildings, corridors, or stairways), the public shall be protected with appropriate guardrails, barricades, temporary fences, overhead protection, or temporary partitions and hoarding. The public and hospital staff must also be adequately protected from any work created hazards, such as noise and dust exposure. Appropriate warnings, signs, warning lights and instructional safety signs shall be conspicuously posted and placed where necessary. • Special attention shall also be given to developing adequate means to protect against wind-blown debris and construction-related materials. • A traffic management plan is to be submitted together with the contractors SHE Management prior to any site establishment done on site • Control measures as indicated in the traffic management plan is to be implemented on site to manage traffic flow of construction vehicles, plant and delivery vehicles. • The public road leading to the construction site is to be displayed with the applicable construction signages indicating the movement of construction plant and vehicles.
<p>On Site Health and Safety Training & Induction</p>	<ul style="list-style-type: none"> • The Principal Contractor shall ensure that all site personnel and visitors undergo a risk-specific health & safety induction training session before starting work or being permitted to enter the site. A record of attendance shall be kept in the health & safety file. • The Principal Contractor shall ensure that, on site periodic toolbox talks take place at least once per week. These talks should deal with risks relevant to the construction work at hand. A record of attendance shall be kept in the health & safety file. The above should also cover all sub-contractors that are onsite. • All Contractors have to comply with this minimum requirement. • Environmental issues to be included in toolbox talks where required.
<p>General Record Keeping</p>	<ul style="list-style-type: none"> • The Principal Contractor and all Sub Contractors must keep and maintain Health and Safety records to demonstrate compliance with this Specification, The OHS Act 85/1993; and with the Construction Regulations of 2014. The Principal Contractor shall ensure that all records of incidents/accidents, training, inspections; audits, etc. are kept in a health & safety file held in the site office, which must be present on site at all times.

	<ul style="list-style-type: none"> The Principal Contractor must ensure that every Sub Contractor opens its own health & safety file, maintains the file, and makes it available on request.
Health & Safety Audits, Monitoring and reporting	<ul style="list-style-type: none"> The Client or its duly appointed Agent shall conduct monthly health & safety audits. The Principal Contractor is obligated to conduct similar audits on all Sub Contractors appointed by them at least once a month. Detailed audit reports must be presented and discussed at all levels of project management meetings and a copy of such audit will be provided to the Client or it's duly appointed Agent within 7 working days of such audit. Copies of the Client's audit reports shall be kept in the Principal Contractors Health & Safety File.
Emergency Procedures	<ul style="list-style-type: none"> The Principal Contractor shall submit a detailed Emergency Plan for approval to the Clients Agent prior to commencement on site. The plan shall detail the response procedure including the following key elements: <ol style="list-style-type: none"> List of key competent personnel. Contact details of emergency services. Actions or steps to be taken in the event of the specific types of emergencies that may be encountered on site or within the vicinity of the project. Information on hazardous material/situations. The contractor's emergency procedures shall not negatively impact the operations of the hospital.
First Aid Boxes and First Aid Equipment	<ul style="list-style-type: none"> To comply with GSR (3) and the following; The appointed First Aider(s) to be in possession of a valid first aid training certificate Level 2. Valid certificates are to be kept in the Site Safety File. All Sub Contractors with more than 5 employees shall supply their own first aid box, except if otherwise agreed upon between Principal and Sub- Contractor in writing. The contents of the first aid box is to have the minimum contents as per the Regulation 3.
Accident / Incident Reporting and Investigation	<ul style="list-style-type: none"> To comply with GAR (8) and the following; Injuries are to be categorised into Near miss, first aid, LTI, fatal etc. Fatal accidents to be reported in addition to applicable legislative requirements to the Client or its duly appointed Agent with immediate effect. The Principal Contractor must stipulate in its construction phase OHSE Plan how it will handle each of these categories. When reporting injuries to the Client, these categories shall be used. The Principal Contractor shall investigate all injuries, with a report being forwarded to the Client/clients agent immediately. All Sub- Contractors have to report on the abovementioned categories of injuries to the Principal Contractor at least monthly. All categories of incidents/accidents must be in the Statistics Section of the Monthly Audit Reports, submitted to the Client or it's duly appointed Agent.

Asbestos Removal	<ul style="list-style-type: none"> • There are nil asbestos containing material on the proposed site. If any asbestos is identified during excavation, then the Principal contractor is to ensure that he complies with the requirements of Asbestos Abatement Regulations, 2020
Hazards and Potential Situations	<ul style="list-style-type: none"> • The Principal Contractor shall immediately notify other Sub Contractors as well as the Client and the client's representative of any hazardous or potential situations that may arise during performance of construction activities. • Should a hazardous situation require work stoppages, the work must be stopped, and corrective steps taken such as the issue of Written Safe Work Procedures and the issue of Personal Protective Equipment.
Personal Protective Equipment (PPE) and Clothing	<ul style="list-style-type: none"> • The Principal Contractor must ensure that all workers are issued with the required PPE as required by the risks associated with the activities they perform. • The minimum PPE to be worn on site will be Safety Shoes/Boots, Hard Hats, Overalls, and reflective vests. • No Visitors may enter the site without Safety Shoes/Boots, and Hard hats. • The Principal Contractor and all Sub Contractors shall make provision and keep adequate quantities of SABS approved PPE on site at all times. • All contractors and sub-contractors permanent staff to have their company name /logo on their PPE top and employed local labour to comply with the PPE requirements as per the EPWP. • All employees issued with PPE to be trained in correct use, records of training and issue to be kept in the Site SHE File. • Procedure to be in place to deal with: <ol style="list-style-type: none"> 1. Lost or stolen PPE. 2. Worn out or damaged PPE replacement. 3. Employees not utilising PPE as required • The above procedure applies to Principal Contractors and their appointed Sub- Contractors, as they are all employers in their own right.
Permits	<ul style="list-style-type: none"> • The Principal Contractor shall prepare and issue the required written permits relating to but not limited to the following: <ol style="list-style-type: none"> 1) Hot Work 2) Roof Work; and 3) Electrical work (both temporary and permanent) 4) Confined Space Entry 5) Isolation Lockout • The Principal Contractor must ensure that where permits are required that they be properly implemented and adhered to. • Any works conducted after hours or on Sundays must be authorised as per the Local Municipal Bylaws.
Speed Restrictions and Protections	<ul style="list-style-type: none"> • Unless otherwise stipulated, the maximum speed limit on sites must be limited to 5 km/h. <ol style="list-style-type: none"> 1) Vehicle movement routes on site must be clearly indicated where applicable. 2) Signage to ensure the safe movement of vehicles on site, as well as to ensure the health and safety of all employees and visitors on site, must be displayed in strategic locations. 3) The max speed limit for all delivery vehicles /construction plant when traveling on the public road is to be restricted to 20km/h

	<p>4) The public roads leading to the construction site is to be displayed with the applicable construction signages indicating the movement of construction vehicles</p>
Hazardous Chemical Substances (HCS)	<ul style="list-style-type: none"> • To comply with Hazardous Chemical Substances Regulations as published in Government Notice No. R. 1179 dated 25 August 1995. • In addition to the abovementioned, Material Safety Data Sheets must be kept on site for all materials, which may contain hazardous chemical substances • All staff responsible for use of any HCS must be inducted of the MSDS. The MSDS is to be referred to when conducting risk assessments, DSTI's and the waste management plan for disposal requirements. Appointed first aiders to reference required MSDS during any incidents involving HCS. • If contractor intends to use any high risk HCS, this is to be approved by the Designer and the required mitigation measures to be included in the site specific risk assessment.
Fire Extinguishers and Fire Fighting Equipment	<ul style="list-style-type: none"> • The Principal Contractor and Sub-Contractors must allow for and provide adequate provision of regularly serviced temporary firefighting equipment located at strategic points on site, specific for the classes of fire likely to occur. • The appropriate notices and signs must be allowed for and be erected as required • Contractors may not utilize fire protection equipment belonging to the Client without prior consent • Adequate number of staff to be trained in use of fire equipment.
Ladders and Ladder Work	<ul style="list-style-type: none"> • To comply with GSR (13A) and the following; <ol style="list-style-type: none"> 1) The Principal Contractor must allow for and ensure that all ladders are inspected at least monthly, are in a good safe working order, are the correct height for the task, extend at least 1m above the landing, are fastened and secured and are placed at a safe angle. 2) Records of inspections must be kept in a register on site.
Use of lifting equipment on site	<ul style="list-style-type: none"> • All lifting done on site is to comply with Driven Machinery Regulations 18(11) and Driven Machinery Regulations 2015 • The Contractor shall appoint a lifting machinery and tackle inspector who will inspect the equipment daily or before use, taking into account that: <ul style="list-style-type: none"> ✓ All lifting machinery and tackle have a safe working load clearly indicated; ✓ Records of inspections and load testing certificates are kept on site. • There is proper supervision in terms of guiding the loads which includes a trained banksman to direct and check lifting tackle if it is safe for use. • Lifting machinery and tackle to be used on site shall be marked with the Maximum Mass Load (MML), which is the safe limit in which the equipment may be used. • Inspections of lifting machines and lifting tackle shall be undertaken once per month and recorded in the register provided. • Daily pre-start checks shall also be conducted on all lifting machinery and Tackle.

	<ul style="list-style-type: none"> Records shall be kept of all lifting machinery and tackle inspections and load tests. Load tests shall be conducted a minimum of once per annum, and a certificate of compliance shall be kept on record. A valid logbook shall be maintained for all lifting machinery, which will comply with a minimum six-monthly service and maintenance. Lifting machinery shall be operated at all times with the assistance of a trained banks man who shall inspect all tackle before each lift. All lifting equipment operators shall be trained once every two years and a copy of such training shall be attached to the appointment, which is to be made on site. The Operators shall have a medical certificate of fitness to work in such an environment, issued by an occupational health practitioner in the form of Annexure 3.
Cranes	<p>A contractor must, in addition to compliance with the Driven Machinery Regulations, 1988 ensure that where tower cranes are used—</p> <ul style="list-style-type: none"> They are designed and erected under the supervision of a competent person A relevant risk assessment and method statement are developed and applied; The effects of wind forces on the crane are taken into consideration and that a wind speed device is fitted that provides the operator with an audible warning when the wind speed exceeds the design engineer's specification; The bases for the tower cranes and tracks for rail-mounted tower cranes are firm, level and secured; the tower crane operators are competent to carry out the work safely; and The tower crane operators have a medical certificate of fitness to work in such an environment, issued by an occupational health practitioner in the form of Annexure 3.
Portable Electrical Tools and Hand Tools	<ul style="list-style-type: none"> The Principal Contractor shall ensure that all electrical tools, electrical distribution boards, extension leads, and plugs are kept in a safe working order. The Principal Contractor shall ensure that all portable electrical Equipment, is clearly numbered, inspected by a Competent appointed person and records of such inspections to be kept on record in an appropriate register on the site SHE file The Principal Contractor shall allow for and ensure the following in relation to hand Tools: <ol style="list-style-type: none"> That a "Competent Person" undertakes routine inspections and records are kept on site. That only authorized trained persons use the tools. That safe working procedures apply. That PPE is provided and used.
Adequate Lighting	<p>All Contractors must allow for and ensure that adequate lighting is provided to allow for work to be carried out safely where natural lighting is inadequate.</p> <p>Any works done after hours; adequate lighting is to be provided.</p>
Transportation of Workers	<ul style="list-style-type: none"> In addition to CR 23 and the National Road Traffic Act 1996 the following will apply:

	<p>The Principal Contractor and Sub-Contractors shall not:</p> <ol style="list-style-type: none"> 1) Transport persons together with goods or tools unless there is an appropriate area or section of the vehicle in which to store such goods. 2) Transport persons on the back of trucks except if a proper canopy (properly covering the sides and top) has been provided with suitable seating areas. 3) Permit workers to stand or sit on the edge of the transporting vehicle. 4) Transport workers in LDVs unless they are closed/covered and have the correct number of seats for the passengers 5) Allow driver to transport more than four people on the back of a 1 Ton LDV and more than two passengers on the back of a ½ Ton LDV. <ul style="list-style-type: none"> • The driver of any LDV may not permit more than two passengers to occupy the cab of any LDV. • Drivers of such vehicles must have a valid driver’s license for the code of vehicle being driven by them. • No servicing of vehicles will be permitted on a Construction Site. No Vehicles or machinery leaking oil will be permitted on site due to the risk posed to the environment. • Any oil or diesel spilled on site must be cleaned up as per accepted environmental practice <p>In the event that Earth Moving Machinery is present on site the following must be adhered to:</p> <ul style="list-style-type: none"> • Drivers of vehicles must be instructed to avoid parking behind earth moving machinery in order to ensure that their vehicles are visible to the operators of earth moving machinery. • Right of way must be afforded to earth moving machinery at all times. • Vehicles must only be permitted to park, where possible, in designated areas
<p>Environmental Management</p>	<ul style="list-style-type: none"> • The Principal Contractor and Sub-Contractors must comply with the requirements of NEMA Act (Act 107 of 1998) • The Principal Contractor must develop a waste management plan, implement, and maintained it onsite • Cement mixing to be done at a predetermined location on site which must include a solid, slab, and bunded edges to prevent runoff • A concrete wash out area to be established to clean all contaminated equipment • Contractor is to ensure adequate storm water control measures are implemented and maintained during the construction works. • Contaminated run off water from the site must be treated such as to ensure that it does not pose a risk to the environment • Dust suppression is to be managed on site • Any material which may have a harmful effect when disposed of by normal means must be disposed of in an appropriate manner to eliminate its harmful effect on the environment after disposal. • The Principal Contractor must allow for and ensure that adequate procedures are implemented and maintained to ensure that waste

	<p>generated is placed in suitable receptacles and removed from the site promptly.</p> <ul style="list-style-type: none"> • Plans to deal with spillages must be in place and maintained. • No waste materials (liquid or solid) may be disposed of in any sewer or storm water drains. • No burning of waste material may take place on site as such material being burned may result in pollution of the air or give off toxic vapours which could be harmful to the health of employees, patients and hospital staff or any other person present on site and adjacent to the construction site.
Alcohol and other Drugs	<ul style="list-style-type: none"> • To comply with GSR (2A) and the following; • No alcohol and other drugs will be allowed on site. • No person may be under the influence of alcohol or any other drugs while on the construction site or intends to enter the construction site. • Any person on the construction site who is on prescription drugs must inform his/her Employer accordingly and the Employer shall in turn report this to the Principal Contractor immediately. • Any person on the construction site who is suffering from any illness/condition that may have a negative effect on his/her safety performance must report this to his/her Employer, who in turn must report this to the Principal Contractor forthwith. • Any person on the construction site who is suspected of being under the influence of alcohol or other drugs must be removed from site immediately and be instructed to report back the next day for a preliminary inquiry. A full disciplinary procedure must be followed by the Contractor concerned and a copy of the disciplinary action must be forwarded to the Principal Contractor for his records.
Provision of water and electricity for building purposes	<ul style="list-style-type: none"> • The Principal contractor is responsible for the cost of water and electricity for building purposes and his site office. A metered point of supply will be provided by the hospital for the principal contractor. • Public water supply is not to be used by the principal contractor.
Compliance training for construction staff	<ul style="list-style-type: none"> • The Principal contractor shall ensure that all staff working at heights is trained for work at heights and against the fall protection plan. • The Principal Contractor shall implement a training matrix based on the required training needs for the project • Training is to be done via accredited training service providers

Annexure C
**CONTRACTOR'S SAFETY, HEALTH AND ENVIRONMENTAL
 DECLARATION FOR TENDERS**

INTRODUCTION

In terms of *Construction Regulation 5(1) (h)* of the *Construction Regulations of February 2014* a Contractor may only be appointed to perform construction work if the Client is satisfied that the Contractor has the necessary competencies and resources to carry out the work safely in accordance with the *Occupational Health and Safety Act, Act 85 of 1993* and the *Construction Regulations of February 2014*. In line with this requirement the Contractor is required to read through this document carefully, sign it and submit it with his/her Tender.

DECLARATION

1. I the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specification attached in the tender document.
2. I hereby declare that my company and its employees has the necessary competency and resources to safely carry out the construction work under this contract in compliance with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specification.
3. I hereby confirm that adequate provisions has been made in my tender to cover the cost of all Safety, Health and Environmental duties and responsibilities imposed on me by the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specification.
4. I confirm that I may not commence with any part of construction work under the contract until my Construction Safety, Health and Environmental Plan has been approved in writing by the Client.
5. I hereby confirm that copies of the following documentation will be kept on site for viewing and inspection purposes for the duration of the construction work:
 - a) Client's Construction Safety, Health and Environmental Specification
 - b) Approved Construction Safety, Health and Environmental Plan
 - c) Occupational Health and Safety Act, Act 85 of 1993, and
 - d) Construction Regulations of February 2014.
6. I agree that my failure to complete and execute this declaration to the satisfaction of the Client will mean that I am unable to comply with the requirements of the Occupational Health and Safety Act, Act 85 of 1993 and Construction Regulations 2014, and accept that my tender will be rejected.

Duly signed at on this the day of
20.....

 Full name of Signatory

 Name of Enterprise

 Capacity of Signatory

 Signature of authorised representative of Bidder

Annexure D

OHSE Bill of Quantities Template

	Description	Unit	Qty	Rate	Total
1	Allow for the necessary Workman's Compensation Fund or FEM contributions for the duration of the project with and including renewals	item			
2	Allow for the preparation and approval of project-specific H&S Plan & File [CR 7(1)(a)]	item			
3	Allow for the implementation and maintenance of project-specific H&S Plan & File. [CR 7]	Months			
4	Allow for the appointment of a Full-Time Competent Construction Health & Safety Officer registered with SACPCMP to assist in the control of all health and safety related aspects on site as per [CR 8(5)]	Months			
5	Provide for appointment of responsible and competent person/s to manage and supervise the works and administer and enforce health and safety on site as per [CR 8(1), & (7)]	Months			
6	Allow for provision of telecommunication, facilities for the appointed Construction Health & Safety Officer	Months			
	EMERGENCY PREPAREDNESS				
7	Allow for provision of Basic Emergency Preparedness and Response equipment & at least Level 2 First Aider/s	Months			
8	Allow for the provision of fire extinguishers with servicing and maintenance				
9	Provision of air horns	Yearly			
10	Erect solid hoarding 2.5m high around the construction site.	Item			
	Provide, supply and maintenance for <u>each</u> worker the following SANS approved personal protective equipment & clothing as per the site-specific risk assessments:				
11	Hard Hats (High Density polyethylene, & 6-point lining)	No.			
12	Overall/work suit (100% Cotton)	No.			
13	Rain suits	No.			
14	Safety boots/shoes (Steel-Toe)	No.			
15	Safety Gumboots (Steel-Toe)	No.			

16	Safety gloves	No.			
17	Ear Plugs/Muffs	No.			
18	Dust Mask (at least FF2 type)	No.			
19	Respiratory Protective Equipment	No.			
20	Safety goggles/ Eye Protective Equipment	No.			
21	High visibility reflective vests	No.			
22	Personal Fall arrest and rescue equipment with and including lifelines and associated equipment	No.			
23	Temporary warning signs and symbols	No.			
24	SANS approved safety netting (orange color with minimum of 1,2 meters high)	Meters			
25	Provision for the supply and maintenance of Road Traffic Signs as in terms of the South African Road Traffic Signs Manual complete	Item			
26	Allow for Pre-employment medical examinations: yearly	Yearly			
27	Allow for exit medical examinations	No	1		
	HEALTH AND SAFETY EDUCATION				
28	Allow for HIV/AIDS awareness and Implementation programmes, including STI and TB	Months			
29	Allow for all compulsory health and safety awareness programme (e.g., Inductions, toolbox Talks, Safety Promotions, Risk Assessment, First Aid, Fire Fighting, Work at heights, H&S related training)	Item			
	ENVIRONMENTAL				
30	Provide for adequate handling and storage of materials so as to minimize contamination of ground, air, or water.	Item	1		
31	Provide for the adequate and safe collection and disposal of waste material from site by an approved method.	Item			
32	Provide Ablution Facilities separate for males and females and Eating Area for workers.	Item			
33	Provide for rehabilitation on completion of site areas	Item			
34	Provide for adequate dust control measure,	Item			
35	Provide for adequate storm water management	Item			

