

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

Project Name:		Painting of Workshop 24	
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Reviewed by:		Dhesigan Pillay	
Original Baseline Risk Assessment Date:		03 August 2023	
Item No.	Nature of the Potential Risk	Description of Risk	Mitigation Measures
Scope of Work			
1.	Site Access Control	The contractor not complying with all access control, procedures and systems applicable to the project site.	<p>The contractor must comply with all access control, procedures and systems applicable to the project site.</p> <p>Failure to comply with these requirements will be viewed as a serious safety breach and may result in the permanent removal of the individual(s) / contracting company from site or suspension without payment.</p> <p>Access will be controlled as follows:</p> <ul style="list-style-type: none"> • The access will be strictly controlled and managed • Contract period access – an access card valid for the full contract period will be issued to an individual once the following requirements have been met: <ul style="list-style-type: none"> • Completion of a pre-employment medical examination; • Completion of all required project induction training; • Completion of special training / licensing if applicable (e.g. Driving/operating License); and • Provision of proof of job / trade-specific qualifications, licenses, training,

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

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			<p>Experience and competency (as required).</p> <p>Note: No access card will be issued unless proof of identification is provided (i.e. an identity document or a valid passport). For foreign Labour, an access card will only be issued if a valid work visa is produced.</p> <p>Note: A driving license will not be accepted as proof of identification.</p>
2.	General Rules of Conduct	Contractor not conforming to the following rules of conduct while on the site.	<p>All persons are required to conform to the following rules of conduct while on the site.</p> <p>The following acts are prohibited:</p> <ul style="list-style-type: none"> • Engaging in practical jokes, horseplay, scuffling, wrestling, fighting, or gambling; • Assault, intimidation, or abuse of any person; • Insubordination towards any supervisor or manager; • Refusing to carry out a reasonable and lawful instruction concerning health and safety; • Entry into any restricted area (including barricaded areas), unless authorised to do so by the responsible person; • Unauthorised use / operation of any equipment or machinery; • Negligently, carelessly or wilfully causing damage to any property; • Destroying or tampering with safety devices, signs, or signals; • The use of water from fire hydrants or hose reels for any purpose other than extinguishing a fire; • The wilful and unnecessary discharging of fire extinguishers;

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

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			<ul style="list-style-type: none"> • Refusing to give evidence or deliberately making false statements during incident investigations; • Bringing alcohol, drugs, or any other intoxicating substance onto site; • Bringing a firearm, ammunition, or any other offensive weapon onto site; • Bringing animals onto site; • Running, except in an emergency; • The use of an iPod (or similar) whilst working on site; • Sleeping on the job; • Building fires on site, unless in a suitably constructed barbequing facility; and • Pouring / pumping / flushing any substance (chemical / hydrocarbon / waste water) into a storm water drain, onto bare soil, or into any area where the substance is not effectively contained. <p>Any of the above actions may result in the temporary or permanent removal of the offending person(s) from site, as well as possible prosecution. The decision of the nominated project management representative shall be final and binding in respect of any dispute that may arise from the interpretation of these requirements.</p> <p>Transnet will not get involved in contractor disciplinary rules and procedures. The contractor will simply be informed (with reasons) that the offending employee(s) will be denied access to the project site. Once the contractor has been informed, the employee(s) must be removed from the site immediately.</p>

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

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3.	Construction works taking place in conjunction with Port operations	The Port of Durban is an operational port and pedestrian, vehicular, railway and vessel traffic will be take place within and around the construction site.	<ul style="list-style-type: none"> ✓ The Contractor is to ensure that all access to and from the site is carefully monitored and controlled. Stop and go points to be identified and traffic controllers to be stationed at high risk areas identified. ✓ All staff are to be informed of standard operating procedures and regulations of the port. The Contractor is to ensure all staffs abide to these procedures and regulations when working within the boundaries of the port. ✓ The contractor will determine Project Risks that it wants transferred to a General Liability Insurance.
4.	Contractors driving in the Port premises	The Port of Durban is an operational port and pedestrian, vehicular, railway and vessel traffic will be take place within and around the construction site.	<ul style="list-style-type: none"> ✓ The contractor will strictly abide to the speed limit of respective location. ✓ The contractor will determine Project Risks that it wants transferred to a General Liability Insurance. ✓ Driving under the influence alcohol/drugs/medication is prohibited. Declaration of medication use needs to be managed by the Construction Manager/Supervisor. ✓ Driving without a valid driving licence disc. ✓ Driving with passengers at the back of a Truck/LDV is prohibited.

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

<p>5.</p>	<p>Contractors vehicles on the Ports premises</p>	<p>The Contractor may bring vehicles and Mobile equipment that is not road worthy.</p>	<p>All vehicles brought onto site must meet the safety requirements stipulated in Section 14.6. Each vehicle to be used on site must be inspected and approved by the nominated project management representative before a site access permit will be issued for the vehicle / equipment. No vehicle shall be permitted to enter the site unless it is duly authorised. Access permits are vehicle-specific and may not be transferred between vehicles. The contractor must allow any vehicle that is brought onto site (including privately owned vehicles) to be searched at any time while on the premises, or when entering or leaving the premises. The contractor is solely responsible for the safety and security of all vehicles (including private vehicles) that he brings onto the site. All road-going vehicles used by the contractor on the site must be roadworthy and registered with the relevant traffic authority. A vehicle will not be permitted to enter the site in an un-roadworthy condition. Access will be denied if, for example:</p> <ul style="list-style-type: none"> • The vehicle has a defective exhaust system; • A serious oil or fuel leak is evident; • The vehicle has unsafe bodywork or is carrying an unsafe load; • The vehicle is fitted with extraneous or non-standard equipment; • Passengers are not seated properly; • The vehicle is not fitted with a seat belt for each occupant; or • The vehicle has any obvious mechanical defect; • Pre-inspection requirements are not met. <p>Overloaded vehicles will not be permitted to enter the site.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

		<p>The driver / operator of any vehicle / mobile equipment must carry a copy of his appointment with him at all times. Each driver / operator must:</p> <ul style="list-style-type: none"> • Comply with all site / project rules and regulations pertaining to traffic and the safe operation of vehicles / mobile equipment; • Obey all road signs; • Obey all instructions given by security or emergency services personnel; • Remain within the boundaries of the site; and • Ensure that the vehicle that he is operating is never overloaded, and that loads are always properly secured. <p>In the interest of safety, only the minimum number of vehicles required by the contractor to complete the work under the contract will be permitted to enter the site. When not in operation, the contractor's vehicles / mobile equipment must be parked within the boundaries of his lay-down area or yard.</p> <p>Parking is only permitted in designated parking areas.</p> <p>All cars are parked on site at the owner's risk. In the event of a vehicle accident on site, the driver(s) must report the incident immediately and must remain at the scene until a nominated project management representative arrives, or until a nominated project management representative authorises him to leave (unless, of course, the driver requires medical attention).</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

<p>6.</p>	<p>Trained and Licensed Contractor personnel on Ports Premises</p>	<p>The Contractor may bring personnel that are not trained and do not have a driver's license for category of vehicle.</p>	<p>Each employee (including sub-contractor employees) must be suitably trained and competent, and must understand the health and safety hazards, risks and control measures associated with his work as required by the OHS Act 85 of 1993,(14)</p> <p>The contractor must implement systems and procedures to ensure that:</p> <ul style="list-style-type: none"> • The necessary competencies required by employees are identified (by occupation), along with selection, placement and any training requirements; <p>Please Note: Specific competency profiles and selection criteria (fitness for work) must be developed for all roles where significant health or safety risk exists.</p> <p>Please Note: A formal training needs analysis must be carried out based on the competency profiles and a training matrix must be developed for the project.</p> <p>Roles requiring technical certification, registration or licensing are identified and documented, and these roles are filled only by suitably qualified personnel;</p> <ul style="list-style-type: none"> • Minimum core health and safety skills required by employees in leadership and supervisory roles are identified and suitable training is provided including hazard identification and risk assessment, incident investigation, and health and safety interactions (i.e. Observation and coaching techniques); • Competency-based training is provided and it includes operational controls (procedures and work instructions), management of change, and emergency response; • All employees hold and maintain the required competencies (including appropriate qualifications, certificates and licences) and are under competent supervision;
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • A site-specific induction and orientation programme that highlights health and safety requirements, procedures, and significant hazards, risks and associated control measures is in place for all new employees and visitors (understanding must be assessed); • Personnel are trained and / or briefed on new or amended standards, rules, safe work procedures, risk assessments, etc.; • Refresher training is carried out as required (e.g. Re-induction following an absence from site); • Records of education, qualifications, training, experience and competency assessments are maintained on site for all employees; and • The effectiveness of training is reviewed and evaluated. <p>Prior to the commencement of any work, including mobilization and site set-up activities, the contractor must provide, to the satisfaction of the nominated project management representative, current documentation verifying that the contractor's employees, as well as the employees of any appointed sub-contractors, are competent and have the necessary qualifications, certificates, licenses, job skills, training and experience (as required by this specification and applicable legislation) to safely carry out the work that is to be performed.</p> <p>The Contractor and sub-contractor must ensure that the following training takes place:</p> <ul style="list-style-type: none"> • health and safety induction training pertaining to the hazards prevalent on the site at the time of entry • training for all persons required to erect, move or dismantle temporary works structures and instruction to perform those operations safely • training of employees working from a fall risk position
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • training to work or to be suspended on a platform which includes at least: <ul style="list-style-type: none"> • how to access and egress the suspended platform safely; • how to correctly operate the controls and safety devices of the equipment; • information on the dangers related to the misuse of safety devices; and • information on the procedures to be followed in the case of- <ul style="list-style-type: none"> o an emergency; o the malfunctioning of equipment; and o the discovery of a suspected defect in the equipment; o an instruction on the proper use of body harnesses. • Training for all operators of construction vehicles and mobile plant. <p>A contractor must at all times keep on his or her construction site records of the health and safety induction training and such records must be made available on request to an inspector, the client, the client's agent or the principal contractor;.</p> <p>Please Note: Only certified copies of certificates, licenses, etc. will be accepted.</p> <p>An Employee Profile (dossier) must be completed for each employee who will be performing work on site. All documentation pertaining to an employee's competence (i.e. certified copies of qualifications, certificates and licenses as well as proof of job skills, training and experience) must be maintained in this dossier.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>If it is determined through observation that an employee is not yet competent to carry out a particular task in a safe and capable manner, the employee will be required to cease work immediately and must either be reassigned or be retrained at the contractor's expense.</p> <p>The contractor must provide proof that the training institutions and trainers that are used are appropriately registered with a governing authority (a trainer's registration certificate or registration number alone will not be adequate). The following must be made available for verification purposes:</p> <ul style="list-style-type: none"> • Proof of registration of the training institution including the training programmes that the institution is accredited to provide; and • For each trainer, proof of competency and registration for the specific training programmes presented. <p>Foreign qualifications held by employees in health and safety critical roles must be verified against the requirements of local legislation.</p>
7.	Alcohol, Drugs and other Intoxicating Substances	The contractor may bring personnel under his authority enter the site or perform any work whilst under the influence of alcohol, a drug, or any other intoxicating substance.	<p>The contractor must ensure that all personnel under his authority do not at any time enter the site or perform any work whilst under the influence of alcohol, a drug, or any other intoxicating substance.</p> <p>Selling or possessing drugs, alcoholic beverages or any other intoxicating substance on the site is strictly prohibited.</p> <p>A drugs and alcohol testing program will be implemented. Persons entering the site will be randomly tested. Any person who tests positive for alcohol or drug consumption will be subject to disciplinary action and shall be permanently removed from the site.</p> <p>Any person have the opportunity to rather report that he/she is under the influence before accessing the project site – in these case the employee may only be send home for the day by the responsible project manager representative but will then be tested for the following five days (each day) on his return to the project site. If it is found that the same person is frequently reporting that he/she is under the influence before even accessing</p>

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>the project site. It shall be the responsibility of the nominated project management representative to take disciplinary action and remove such a person's form the project site.</p> <p>Should the actions and / or demeanor of an employee suggest possible narcosis or drunkenness, the employee must be removed from the site. This may be done without testing.</p> <p>Note: All personnel involved in an incident / accident must immediately be subjected to an alcohol test and a drug test as part of the investigation.</p>
8.	Firearms, Ammunition and Offensive Weapons	Person may enter Port premises with Firearms, Ammunition and Offensive Weapons.	<ul style="list-style-type: none"> Firearms, ammunition, and offensive weapons of any kind are strictly prohibited. No person may enter /shall not be permitted to enter the site carrying any such item.
9.	Signs and Notices	The Contractor may not display Safety signs and notices that are with the applicable legislation and good safety practice.	<ul style="list-style-type: none"> The contractor must ensure that all required safety signs and notices are prominently displayed in accordance with the applicable legislation and good safety practice. Signs and notices must be in English as well as any other language(s) commonly spoken on the project site. All symbolic signs must comply with the applicable national standards. No person may deface or damage any safety sign or notice. No person may remove or alter any safety sign or notice unless authorised to do so.
10.	Plant and Machinery	Person may enter Port premises with defective Machinery and Plant	<ul style="list-style-type: none"> The contractor must ensure that all plant and equipment brought onto the site is: <ul style="list-style-type: none"> Appropriate for the type of work to be performed Approved, inspected, tested, numbered and tagged (if appropriate) before being brought onto site Properly maintained in accordance with the manufacturer's recommendations; and Placed on a register and checked at least once per month or as required by the applicable legislation.

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • The contractor must supply, at his cost, all items of plant and equipment necessary to perform the work and must maintain all items in good working order. • Should any plant or equipment become inoperable for a period that is having or will have a significant impact on the work schedule, the contractor must, on instruction from the nominated project management representative, remove the out of service plant or equipment and replace it with similar fully operational plant or equipment at no additional cost. • No item of plant or equipment delivered to site for use on the contract may be removed from the site prior to the completion of the contract without approval in writing from the nominated project management representative. • Items of plant or equipment brought onto site by the contractor or his sub-contractors may be inspected by a nominated project management representative. Should the nominated project management representative determine that any item 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 contractor must, on instruction from the nominated project management representative, immediately remove the item from the site and replace it with a safe and adequate substitute. In such a case, the contractor or his sub-contractor shall not be entitled to additional payments or deadline extensions in respect of any delay caused.
11.	Barricading	The Contractor may erect barricading that does not comply with applicable legislation and Transnet Standards.	<ul style="list-style-type: none"> • All applicable legislation concerning barricading must be complied with at all times. • Each contractor required to erect barricading on the project site(s) must develop, document and implement Safe Work Procedures that are aligned with the requirements of this standard. • Barricading must be erected to: <ul style="list-style-type: none"> • Prevent persons from making contact with an identified hazard; • Provide warning of the existence of a hazard;

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • Prevent unauthorised access (by people, vehicles and mobile equipment) into an area where a hazard exists or where a hazardous activity is being carried out; • Define the boundaries of a hazardous location and / or restricted area; and • Allow a work team to perform hazardous tasks without persons unfamiliar with the hazard(s) accessing the area. • Although not limited to these situations, barricading must be erected or installed: <ul style="list-style-type: none"> • Around excavations (trenches, pits, etc.) (refer to the Excavation Standard); • To protect openings and edges (to prevent persons from falling, all openings and edges associated with floors, stairs, and the open sides of buildings and structures during the course of construction must be protected by sturdy, rigid barriers capable of withstanding a force of at least 110 kilograms applied in any direction at any point) (refer to the Working at Heights Standard); • To prevent access into areas where overhead work is in progress; • To route vehicles safety through (or around) construction areas; and • To protect members of the public who may be in the vicinity of a work or construction site (by preventing access). • In all cases, the erection of barricading must be a temporary measure. It must only remain in place until the hazard is eliminated or the potentially dangerous situation is rectified. • A barricade must present a sturdy physical barrier to entering an area. Therefore, plastic cones, post and chain systems, "danger tape" and "snow netting" will not be accepted as barricading and may only be used for the purposes of low risk demarcation.
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • For example, snow netting may be used for the demarcation of lay down areas. • Acceptable forms of barricading include: <ul style="list-style-type: none"> • Hoarding panels (no less than one metre in height) that can be securely fastened together to form a fence line may be used. Hoarding panels may be constructed from a variety of materials (e.g. wooden board, steel sheeting, wire mesh on a steel frame, etc.) • Wire mesh fencing (no less than one metre in height with sturdy posts spaced at intervals of no more than 3 metres) may be used in certain circumstances, e.g. Around excavations. • Sturdy, rigid, and securely fixed (i.e. bolted, welded, clamped, etc.) Metal guard rails may be used, particularly for protecting openings, holes and edges associated with floors, platforms, walkways, etc. The top rail must be positioned at a height of one metre above the working surface, and a mid-rail must be provided. • Concrete Jersey barriers must be used for the routing of traffic and when work is being conducted in or alongside a roadway. • Regardless of the type of barricade used, the following requirements must be met: <ul style="list-style-type: none"> • The installation, alteration and removal of barricades must be supervised by a competent person; • The barricading must be uniformly and intelligently configured; • The barricading must be stable, conspicuous and effective; • The barricading must completely surround the work or hazardous area;
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • General access requirements around the work or hazardous area (such as pedestrian walkways, operational access, or general thoroughfares) must be taken into consideration when erecting a barricade; • The extent of the area that is barricaded must be kept to a minimum so as not to unnecessarily restrict access to other areas. If access routes to other areas are blocked by the barricade, alternative routes must be identified and signposted • All barricaded areas must have properly designated points of entry and exit for persons and / or vehicles. Each pedestrian access point must be fitted with a self-closing gate. A sign indicating, "DESIGNATED ACCESS POINT – AUTHORISED PERSONNEL ONLY", must be fitted to each gate; • Additional signage providing warning of specific hazards (e.g. falling objects, electricity, etc.) Including, "NO UNAUTHORISED ENTRY", must be attached to all gates and, where required, to the barricading itself. The signage must be visible from all angles and must be large enough to be read from a distance of 10 metres; • Barricading must be clearly visible at all times (day and night). If necessary, flashing warning lights must be used; • Tags must be attached to the barricading displaying the name and cell phone number of the person responsible for the barricade, and specifying the reason for the barricading and the date on which it is scheduled to be removed; • Should a person require access to a barricaded area, authorisation must be obtained from the person responsible for the erection of the barricade. The hazards that are present and the Personal Protective Equipment that must be worn within the barricaded area must be communicated to the person seeking access;
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • Each barricade must be listed in a register, and each must be inspected daily to ensure that it is still intact and that its positioning is still effective; • All barricades must be properly maintained and repaired as required; • When the work has been completed and the hazard has been eliminated, all barricading must be removed without delay. A barricade may not be left in place if no hazard exists; • Before a barricade is removed (allowing general access), the area must be inspected by the person responsible for the work that was carried out, to ensure that the area is once again safe. If applicable, the person accepting the area back for general use shall do so on completion of his own safety inspection; • Authorisation to remove (or modify) a barricade may only be granted by the person responsible for the erection of the barricade.
12.	Cranes and Lifting Equipment	The Contractor may bring Cranes and Lifting Equipment that does not comply with applicable legislation and Transnet Standards.	<p>All applicable legislation concerning cranes and lifting equipment must be complied with at all times. Each contractor carrying out lifting operations on the project site(s) must develop, document and implement Safe Work Procedures that are aligned with the requirements of this standard requirements:</p> <ul style="list-style-type: none"> • Design, Manufacturing and Safety Features • Planning and Risk Assessment • Operation • Inspection, Testing and Maintenance • Training and competency
13.	Working at height without fall protection equipment wherever required	There is a risk of falling if the employees are working at height without fall protection equipment required.	<ul style="list-style-type: none"> • All applicable legislation concerning work performed from an elevated position must be complied with at all times. • Fall prevention or fall protection measures must be in place whenever the potential exists for a person to fall 2 metres or more.

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

14.	Permit to Work	Contractor personnel may not comply with the Permit to Work system	<p>All personnel must comply with the Permit to Work system applicable to the project. A Permit to Work must be obtained before carrying out any work that involves:</p> <ul style="list-style-type: none"> • A hazardous energy source or system, including electricity, compressed fluids (e.g. hydraulics and pneumatics), chemical substances (e.g. toxic, corrosive, flammable or explosive gases and liquids), heat (e.g. steam), radiation, and machinery or materials with potential energy (gravitational and elastic) – isolation and lockout may be required; • Confined space entry; • Working at height; • A critical lift; • Hot work outside of designated workshops; • Excavation; or • A service (e.g. water supply, fire suppression systems, etc.). <p>Note: A Permit to Work may only be issued by an Authorised Person, and may only be received (or accepted) by an appointed Applicant (see Definitions).</p> <p>Each Permit to Work that is issued must make reference to an approved Task-Based Risk Assessment for the work that is to be carried out.</p> <p>The Permit to Work system that is employed must incorporate the following basic procedures:</p> <ul style="list-style-type: none"> • Prior to meeting with the Authorised Person, the Applicant must familiarise health and safety with all of the hazards associated with the system, plant, equipment, structure or area on or in which
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>the work must be performed. He must also consider the risks that may arise as a result of the tasks that will be carried out. A Task-Based Risk Assessment must be in place;</p> <ul style="list-style-type: none"> The Applicant must then request permission to carry out the work and must meet with the Authorised Person to discuss and document the scope of the work as well as the hazards, risks and associated control measures. Isolation and lockout requirements must be identified (if applicable). The isolation and lockout process must be initiated by the Authorised Person who must contact the necessary Isolation Officers. <p>Note: The Applicant must ensure his own safety and that of his team, and has the right to accompany the Isolation Officers to verify that all of the necessary locks have been fitted to all of the isolation and lockout points in accordance with the applicable plant or equipment-specific Isolation and Lockout Procedure.</p> <ul style="list-style-type: none"> Once all of the necessary isolations have been completed and the necessary Clearance Certificates have been issued by the Isolation Officer(s) (if applicable), and the Authorised Person is satisfied that the system, plant, equipment, structure or area is safe to work on or in provided all identified precautions are observed by the Applicant, then he must issue (sign) the Permit to Work to the Applicant; The Applicant must accept (sign) the Permit to Work. If equipment has been isolated, the Applicant must attach his Personal Lock to the relevant Isolation Bar (or Local Isolation Point) and must ensure that every other person working on the isolated equipment also attaches his or her Personal Lock to the Isolation Bar (or Local Isolation Point) before starting any work; Before commencing with any work, the Applicant must discuss the hazards, risks, control measures, precautions and limitations as stated in the Permit to Work (and associated Task-Based Risk
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>Assessment) with all personnel who will be carrying out the work. A register must be kept and all persons must sign the register once they have been briefed by the Applicant;</p> <ul style="list-style-type: none"> • The work performed must be limited to what is described in the Permit to Work; • When a particular employee has completed his work, he must sign the personnel register to this effect and (if applicable) must remove his Personal Lock from the Isolation Bar (or Local Isolation Point); • Once all work is complete, the Applicant must: <ul style="list-style-type: none"> ○ Ensure that all machine guards have been replaced; ○ Ensure that all tools and materials have been removed from the work area; ○ Ensure that the work area is clean and tidy; ○ Ensure that all Personal Locks (including his) have been removed from the Isolation Bar or Local Isolation Point (if applicable); ○ Inform the Authorised Person that the work has been completed; and ○ Sign off the Permit to Work. • Once the work is complete and the Applicant has signed off the Permit to Work, the Authorised Person must: <ul style="list-style-type: none"> ○ Ensure that the relevant Isolation Officers perform all of the necessary de - isolations (if applicable); ○ On completion of the de-isolations, sign off the Permit to Work accepting the system, plant, equipment, structure or area back for service; and ○ Inform all relevant personnel that the system, plant, equipment, structure or area is ready to use.
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

<p>15.</p>	<p>Isolation and lock out</p>	<p>Contractor personnel may not comply with isolation and lock out procedure.</p>	<p>Isolation and lockout procedures that make it impossible to inadvertently energise any system, plant or equipment so isolated, must be in place for all work where hazardous energy sources exist, including electricity, compressed fluids (e.g. hydraulics and pneumatics), chemical substances (e.g. toxic, corrosive, flammable or explosive gases and liquids), heat (e.g. steam), radiation, and machinery or materials with potential energy (gravitational and elastic). These procedures must be strictly enforced.</p> <p>All personnel must comply with the isolation and lockout system and procedures applicable to the project.</p> <p>All Isolation and Lockout Procedures must incorporate the following basic requirements:</p> <ul style="list-style-type: none"> • The issuing of a formal Permit to Work for any work that requires the isolation of any system, plant or equipment; • The use of defined Equipment, Discipline and Personal Locks (see Definitions), and multiple lockout systems (i.e. Isolation Bars and lockout hasps); • Clear identification of all isolation and lockout points ensuring there is no duplication; • Isolation of the main energy source; • The use of slip plates or the blanking off of pipelines or ducting, in addition to the chaining and locking of valves, as determined by a risk assessment; • Suitable methods of preventing the movement of equipment; and • Methods to test the effectiveness or completeness of the isolation. <p>Note: No work may commence on a system, plant or equipment until a Permit to Work has been issued by an Authorised Person.</p> <p>Note: A Permit to Work may only be issued by an Authorised Person once all required Clearance Certificates have been issued by appointed Isolation Officers.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>The isolation and lockout system that is employed must incorporate the following basic procedures:</p> <ul style="list-style-type: none"> • In accordance with a system, plant or equipment-specific Isolation and Lockout Procedure, an appointed Isolation Officer(s) must isolate all points that need to be isolated in order to render the system, plant or equipment safe to work on. An Equipment Lock (and a suitable, highly visible warning tag) must be attached to each isolation point; • On completion of an isolation (and lockout), the Isolation Officer must clear the area of all persons and must then carry out tests to ensure that the isolation is effective. This may be done by pressing a start button or by asking a control room operator to try to start the equipment. Special care must be taken to ensure that the attempted starting of the equipment has not been deactivated by another interlock forming part of the system, or by a different up-stream isolation. Alternatively, appropriate equipment may be used to test for energy (e.g. voltage verification or continuity tests). <p>Note: In the case of electrical isolation, a test for voltage must be carried out, after the switching device, to ensure the absence of voltage.</p> <ul style="list-style-type: none"> • The Isolation Officer must place the key to the Equipment Locks on an Isolation Bar (at a Lockout Station) and must then attach a Discipline Lock (to prevent the key from being removed) before issuing a Clearance Certificate; • The Discipline Lock must remain in place when handing over to subsequent shifts. All Discipline Locks for a particular discipline (e.g. low voltage electricity) must be keyed-alike so that any Isolation Officer appointed for that discipline (and issued with a key) can open any of the Discipline Locks used for that discipline.
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>This enables an Isolation Officer to de-isolate equipment that may have been isolated by another Isolation Officer during an earlier shift. Appointed Isolation Officers for a particular discipline are the only persons permitted to hold keys to the Discipline Locks used for that discipline.</p> <p>Note: Local isolations do not require the use of Equipment Locks (a Discipline Lock may be attached to the Local Isolation Point by the Isolation Officer, followed by the necessary Personal Locks).</p> <p>Note: For local isolations, if the Isolation Officer is the only person who will be working on the isolated equipment, then he must attach his Personal Lock to the Local Isolation Point.</p> <ul style="list-style-type: none"> • Once all required Discipline Locks are in place (i.e. attached to the Isolation Bar) and all Clearance Certificates have been issued, the Permit to Work may be issued by the Authorised Person; • Each person who will be working on the isolated system, plant or equipment must then attach his or her Personal Lock to the Isolation Bar before starting any work (including the Isolation Officer, if he intends to work on the isolated unit); • The attachment of a Personal Lock to the Isolation Bar prevents the removal of the key to the Equipment Locks even if the Discipline Lock is removed; • When called (by an Authorised Person) to de-isolate the system, plant or equipment (on completion of the work under the Permit to Work), the Isolation Officer must ensure that all Personal Locks have been removed from the Isolation Bar before removing the Discipline Lock and the key to the Equipment Locks; • Before removing the Equipment Locks and de-isolating the energy source, the Isolation Officer must inspect the system, plant or equipment that was worked on to ensure that it is safe to perform
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>the de-isolation. This includes guard inspections, housekeeping, ensuring that all doors and covers are in place, and most importantly, ensuring that no persons are present;</p> <ul style="list-style-type: none"> Once all Equipment Locks have been removed and the system, plant or equipment is safe for use, the Isolation Officer must cancel the Clearance Certificate and inform the Authorised Person that the unit has been de-isolated. <p>Where a system, plant or equipment is sequence interlocked and a hazard could be created through the inadvertent start up or shut down of a system, plant or equipment lying before or after the unit to be worked on, then that system, plant or equipment must also be isolated and locked out. Redundant or out of service equipment must, in addition to being isolated and locked out using the relevant Discipline Lock, be fitted with a tag indicating why it is out of service, who performed the lockout, and the hazards associated with that equipment.</p> <p>Where it is necessary to work on live equipment for the purposes of commissioning, testing, adjusting and sampling, such work must be carried out in accordance with a written Safe Work Procedure and controls must be in place to prevent unauthorised access into the work area. The implementation of the isolation and lockout system and procedures applicable to the project must be audited on a regular basis by a nominated project management representative. Furthermore, planned task observations must be carried out periodically.</p>
16.	Electrically Powered Tools/ Hand tools	Contractor personnel may not comply with all TNPA safety standards.	All powered hand tools, such as circular saws, drills, chainsaws, percussion tools, jigsaws etc., must be equipped with a constant pressure switch that will shut off the power when the pressure is released. (Exception: this requirement does not apply to concrete vibrators, concrete breakers, powered tampers, jack hammers, rock drills, and similar hand operated power tools).

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>Electrical power tools must be of the approved double-insulated type. The electric cord, pneumatic or hydraulic supply line of powered tools must not be used for hoisting or lowering of the tool.</p> <p>Loose clothing, jewelry or gloves that could get caught in the tool must not be worn when operating powered tools. Operators of powered tools who have long hair must keep their hair tied up.</p> <p>The power source must be disconnected from the tool before making any repairs, servicing, adjustments, or replacing attachments such as drill bits.</p>
17.	Personal Protective Clothing and Equipment	Contractor personnel may not comply with all statutory requirements, TNPA safety standards.	<p>All applicable legislation concerning Personal Protective Equipment (PPE) must be complied with at all times.</p> <p>As a minimum, the following PPE must be worn by all persons (including visitors) at all times whilst on a project site:</p> <ul style="list-style-type: none"> • Safety footwear with steel toe protection; • Safety glasses (individuals who wear prescription spectacles must be provided with either over-spec safety glasses or prescription safety glasses); • Safety helmet (hard hat); and • High visibility protective clothing with reflective taping (long trousers and long-sleeved shirts with collars and cuffs). • Additional PPE requirements must be determined through hazard identification and risk assessment. This hazard-specific PPE (such as hand protection, hearing protection and respiratory protection) must be worn as required (e.g. when in a certain area, when performing a certain task, or when working with a certain substance); • The correct PPE must always be worn:

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • In accordance with site requirements (as indicated at the entrances to a project site and at the entrances to buildings and / or designated areas on the premises); • In zoned areas (e.g. noise zones and respirator zones); or • As required by a Safe Work Procedure, a risk assessment, or a Material Safety Data Sheet (MSDS). <p>Each contractor must provide each of his employees with all required PPE (at no cost to the employee). The specific PPE that is provided to a particular employee must be based on the nature of that employee's work and the location in which the work is performed (i.e. must be based on the hazards to which the employee is exposed). PPE requirements for a particular job or for a particular area must be determined through a risk assessment for that job or area.</p> <p>Any employee who does not have all of the PPE that is required for him to perform his duties safely will not be permitted to work.</p> <p>Each employee must care for his PPE, maintain it in good condition, and inspect it on a daily basis. If an item of PPE has worn out, has become damaged, or is found to be defective in any way, it must be replaced by the contractor.</p> <p>PPE must be stored in accordance with the manufacturer's requirements and / or recommendations.</p> <p>Each employee must receive training in the use, maintenance and limitations of the PPE that is provided to him, and must be made aware of why the PPE is necessary as well as the consequences of not wearing it as instructed (i.e. the potential for injury and / or disciplinary action). Training records must be retained.</p> <p>Any person who refuses to wear PPE as required must be removed from the site.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>Symbolic signs indicating mandatory PPE requirements must be prominently displayed at the entrances to a project site and at the entrances to buildings and / or designated areas on the premises where additional PPE is required. These signs must comply with the applicable national standard (if one exists).</p> <p>Each contractor must appoint an employee to:</p> <ul style="list-style-type: none"> • Control the issuing and replacement of PPE; • Keep an up-to-date register as proof that items of PPE have been issued to individuals (an employee must sign for the items that he receives); • Ensure that there is an adequate supply of all required PPE (i.e. maintain PPE stock levels on site); and • Carry out regular inspections to ensure that PPE is being used correctly, is being maintained in a good, serviceable and hygienic state, and is not being shared between employees.
18.	Sun protection	The contractor may not ensure that all personnel are protected in sunlight/UV Radiation	<p>The contractor must ensure that all personnel are protected in sunlight through the use of long sleeve shirts, long trousers, health and safety to safety helmets and UV factored sunscreen. Shade structures must also be made available to all employees.</p> <p>The contractor must conduct training and awareness sessions with his employees, advising on the risks associated with working in the heat (including dehydration) and the precautions to be taken (e.g. ensuring adequate fluid intake).</p>
19.	Fire Protection and Prevention	The contractor personnel may not manage, mitigate fire risks on site and comply with all TNPA safety standards.	<p>The contractor must compile a Fire Protection and Prevention Plan for the work that will be carried out on site.</p> <p>The contractor must assess / survey his area of responsibility and identify locations where the risk of fire is high. Cognisance must be taken of the fact that certain locations may need to be designated as high risk due to the presence of large quantities of flammable or combustible materials / substances. For all high risk areas, the</p>

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

		<p>contractor must ensure that additional precautions are taken to prevent fires and strict control is exercised over any hot work (i.e. welding, cutting, grinding, etc.) that is carried out.</p> <p>The contractor must supply and maintain all required firefighting equipment. The type, capacity, positioning, and number of firefighting appliances must be to the satisfaction of the nominated project management representative and must meet the requirements of the applicable legislation. Fire mains, hydrants and hose reels will rarely be available on site, so use must primarily be made of portable fire extinguishers.</p> <p>Firefighting equipment, fixed and portable, must be strategically located with a view to being able to rapidly deploy the equipment in order to bring potentially dangerous and destructive fires under control while still in their infancy.</p> <p>All fire extinguishers (and any other firefighting equipment) placed on site must be:</p> <ul style="list-style-type: none"> • Conspicuously numbered; • Recorded in a register; • Visually inspected by a competent person on a monthly basis (the results of each inspection must be recorded in the register and the competent person must sign off on the entries made); and • Inspected and serviced by an accredited service provider every six months (the nominated project management representative may require that this frequency be increased depending on the environmental conditions (e.g. high dust levels, water, heat, etc.) to which the fire extinguishers are exposed). <p>Any fire extinguisher that has a broken seal, has depressurised, or shows any sign of damage must be sent to an accredited service provider for repair and / or recharging. Details must be recorded in the register.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>Firefighting equipment may not be used for any purpose other than fighting fires. Disciplinary action must be taken against any person who misuses or wilfully damages any firefighting equipment.</p> <p>Access to firefighting equipment, fixed or portable, must be kept unobstructed at all times. Approved signage must be in place to clearly indicate the location of each permanently mounted fire extinguisher, fire hose reel, etc.</p> <p>The contractor must ensure that all persons working in / entering his area of responsibility are made aware of where all firefighting appliances and alarm points are located.</p> <p>The contractor must ensure that his employees (and those of any appointed sub-contractors) are trained in firefighting procedures and the use of firefighting equipment.</p> <p>The contractor must compile an emergency response procedure detailing the actions that must be taken in the event of a fire or a fire / evacuation alarm (see Section 14).</p> <p>All personnel working within the contractor's area of responsibility must be trained, and all visitors must be instructed, on this procedure. Copies of the procedure must be prominently displayed in the workplace in all languages commonly used on the site.</p> <p>A person discovering a fire must extinguish the fire if he can do so safely, and then immediately report the incident to his supervisor. If the person cannot extinguish the fire, he must raise the nearest alarm and then report the fire as quickly as possible to his supervisor, the person responsible for the area, and / or Security.</p> <p>On hearing a fire / evacuation alarm, all persons must make any operational plant or equipment safe, and then proceed to the nearest emergency assembly point and await instructions.</p> <p>All incidents of fire (including the use or misuse of any firefighting equipment) must be reported to the nominated project management representative immediately. Used fire extinguishers must be replaced by the contractor without delay.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

		<p>No hot work (i.e. welding, cutting, grinding, etc.) or any other activity that could give rise to a fire may be performed outside of a designated workshop without a Permit to Work having been issued. Wherever hot work is being carried out, a fire extinguisher must be at hand. Where the risk assessment determines that it is necessary, a fire watch must be stationed. Supervisors must carry out workplace inspections regularly to ensure adherence to fire prevention measures and procedures.</p> <p>At the end of every working period (i.e. before each tea / lunch break and at the end of every shift / day), the workplace must be thoroughly inspected to ensure that no material is left smoldering and no condition / situation exists that could give rise to a fire.</p> <p>The contractor must ensure that all supervisors and all employees carrying out or assisting with any hot work or any other activity that could give rise to a fire have been trained in firefighting procedures and the use of firefighting equipment. The training must be conducted by an accredited training provider.</p> <p>When using electrical equipment, all cables must be in good condition and the nearest convenient socket must be used. No power socket may be loaded beyond its rated capacity through the use of adaptors, etc. Makeshift electrical connections are not permitted under any circumstances. Water-based firefighting equipment must not be used on electrical equipment or burning liquids. Refer to Section 13.16 – Electrical Safety.</p> <p>Each vehicle used on site for work purposes and each item of mobile equipment with a diesel or petrol engine must be fitted with a permanently mounted fire extinguisher. Smoking is only permitted in designated smoking areas. Cigarette ends / butts must be properly stubbed out in the ashtrays provided and never thrown into waste bins.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>The contractor must ensure that good housekeeping practices are enforced, as this is crucial to the prevention of fires.</p> <p>All combustible waste materials must be removed from the workplace on a daily basis (at the end of each shift) and placed in waste receptacles located at least 5 metres away from any structure.</p> <p>The accumulation of waste materials in out-of-the-way places is prohibited.</p> <p>Offices, desks, cabinets, etc. must always be kept tidy and uncluttered. Waste paper bins must be emptied regularly.</p> <p>The storage of combustible materials under stairways or in attics is prohibited.</p> <p>The storage of any materials against the exterior of a building or any other structure is prohibited.</p> <p>All walkways, passages and stairways must be kept clear (i.e. must be unobstructed) at all times, as they may need to be used as a means of escape.</p> <p>The areas around and the routes to all exits, fire escape doors, fire hydrants, fire hose reels and fire extinguishers must be kept clear (i.e. must be unobstructed) at all times.</p> <p>"No Smoking" signs must be conspicuously displayed in and around all storage areas / rooms.</p> <p>Waste may not be burned under any circumstances.</p> <p>No flammable liquid (such as petrol, acetone, alcohol, benzene, etc.) may be used for starting fires or as a solvent for cleaning clothes, tools, equipment, etc. Only solvents approved by the nominated project management representative may be used for cleaning purposes.</p> <p>Whenever any work is carried out involving the use of a flammable substance / material, the area must be cordoned off and appropriate warning signage (i.e. "No Unauthorised Entry", "No Smoking" and "No Naked Flames") must be displayed.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

20.	Smoking	The contractor may not restrict smoking on site within designated smoking areas selected in accordance with the applicable legislation.	<p>The contractor must not permit smoking on site except within designated smoking areas selected in accordance with the applicable legislation. Such an area must be clearly demarcated and the required signage must be displayed.</p> <p>Any person found smoking or discarding a cigarette butt outside of a designated smoking area may be removed (temporarily or permanently) from site.</p> <p>In all designated smoking areas, adequate non-combustible commercial ashtrays and / or cigarette butt receptacles (butt cans) must be provided.</p> <p>Ashtrays and other receptacles provided for the disposal of smoking materials must not be emptied into rubbish bins or any other container holding combustible materials.</p> <p>"No Smoking" signs must be strictly observed.</p>
21.	Housekeeping	The contractor may not maintain work areas in a tidy state, free of debris and litter.	<p>The contractor must maintain all work areas in a tidy state, free of debris and rubbish. Unless directed otherwise, the contractor must dispose of all debris, rubbish, spoil and hazardous waste off site in a designated and authorised area or facility. The contractor must familiarise health and safety with the waste management plan for the site including collection and disposal arrangements, and must align his waste management activities accordingly.</p> <p>In cases where an inadequate standard of housekeeping has developed and compromised safety and cleanliness, a nominated project management representative may instruct the contractor to cease work until the area has been tidied up and made safe.</p> <p>Neither additional costs nor contract deadline extensions will be allowed as a result of such a stoppage. Failure to comply will result in a clean-up being arranged through another service provider at the cost of the non-complying contractor.</p>

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>The contractor must carry out housekeeping inspections on a weekly basis to ensure maintenance of satisfactory standards. The contractor must document the results of each inspection. These records must be maintained and must be made available to the nominated project management representative on request.</p> <p>The contractor must implement a housekeeping plan for the duration of the contract ensuring that the site housekeeping is maintained. Furthermore, at the end of every shift, the contractor must ensure that all work areas are cleaned, all tools and equipment are properly stored, and construction rubble is removed.</p> <p>Where the contractor fails to maintain housekeeping standards, the nominated project management representative may instruct the contractor to appoint a dedicated housekeeping team for the duration of the project at the contractor's expense.</p> <p>Littering is prohibited.</p>
22.	Stacking and Storage	Contractor personnel may not comply with all TNPA safety standards.	<p>All irregular shaped items will be stacked at floor / ground level in designated stacking areas on a level, firm base capable of withstanding the weight of the commodities being stacked and stacked in such a manner that the items do not topple over or change position due to subsidence or weight transfer when being moved.</p> <p>Where these commodities are stacked on shelves or racks, the shelves or racks must be designed to carry the weight of the commodity being stacked.</p> <p>All racks or shelves where heavy material or commodities are stacked will have a weight carrying limitation clearly marked on the structure and have a safety factor of at least +10% of maximum total carrying capacity.</p> <p>All materials, commodities or articles, which could be damaged due to inclement weather, must be stored under cover.</p> <p>Waste material that is combustible must not be allowed to accumulate in sufficient quantities to create a hazard.</p> <p>No commodities or equipment may be stacked or stored within 500mm of rolling stock tracks or where mobile equipment travels.</p>

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>The storage of material, small equipment, tools, files and general items in cupboards and on shelves must be neat and controlled at all times. Incompatible substances must not be stored in or on the same cupboard or shelf.</p> <p>No equipment, tools, files or documents may be stored or stacked on top of cupboards which are higher than 1.5 metres in height.</p>
23.	Facilities	Contractor personnel may not comply with all Statutory requirements – Facilities Regulations and TNPA safety standards.	<p>Sanitary conveniences must be provided and maintained at a rate of at least one <u>shower facility for every 30 workers</u>, at least one toilet facility for every 20 workers, separate male and female changing facilities and sheltered eating areas. (Check SANS 10400 Part F).</p> <p>Where chemical toilets are provided, one toilet for every twenty five employees must be allocated. All toilets must be cleaned daily, disinfected and provided with toilet paper. All employees making use of these facilities have the responsibility to help keep the facilities neat, clean and hygienic.</p> <p>Washing facilities, including soap and towels, must be made available for use by the contractor’s employees.</p> <p>Drainage from all washing / toilet facilities must be properly designed and constructed to prevent employee exposure to waste water (and the associated biological hazards). Waste water may not accumulate or stand in pools at any location on the project site.</p> <p>Change rooms must be provided and must be kept clean and free from odours at all times.</p> <p>No chemicals, except those normally used for domestic cleaning of these facilities, may be stored in the facilities.</p> <p>No equipment or items (other than those normally associated with hygiene facilities) may be stored in the facilities.</p>

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>All entrances must be constructed in a way to afford privacy to users. Drinking water must be provided. A sheltered (covered) area must be set aside on site to be used as a dining facility (eating area). Adequate seating must be provided for the maximum number of employees. The facility must be kept clean and tidy.</p> <p>A suitably sized, impervious receptacle (bin) must be provided for the disposal of waste food and other refuse generated at the dining facility. This bin must be emptied and cleaned regularly (i.e. promptly after meal times).</p> <p>Food may only be consumed in authorised sheltered areas. Adequate refrigerated storage must be provided to the contractor's employees for the storage of food and drinks. Fridges must not be overstocked and must maintain sufficiently low temperatures.</p>
24.	Occupational Hygiene Asbestos and Non-asbestos Fibrous Silicates	The contractor may not ensure that the exposure or potential exposure of his employees to any of the following stressors is assessed and measured carried out by an Approved Inspection Authority.	<p>The contractor must ensure that the exposure or potential exposure of his employees to any of the following stressors is assessed and measured (a baseline survey must be carried out by an Approved Inspection Authority on Asbestos; If it is determined that exposure levels for a particular stressor are unacceptable, then a monitoring and control plan must be implemented to manage any risk of overexposure.</p> <p>Asbestos and bio-persistent non-asbestos fibrous silicates that may display asbestos-like toxicity, related to fibre diameter and length. Local regulations must be followed as a minimum. The following requirements must be met:</p> <ul style="list-style-type: none"> • A management program must be in place and actively pursued; • No new products containing these materials may be purchased; • Installed materials of this type must be identified and assessed annually for current safety. Where 'safe in place', it should not be removed, unless there is an opportunity for removal during renovation or construction of buildings or equipment;

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<ul style="list-style-type: none"> • Work areas must be barricaded off and signposted to restrict entry; and • Contaminated material must be promptly placed in appropriate marked plastic disposal bags or covered containers for disposal to an approved landfill. <p>All workers exposed to these materials must be on a register. "Exposed" means working on or near such material that has been disturbed, abraded or cut. The register must contain details of their annual medical examination and the results of occupational hygiene monitoring.</p> <p>Asbestos contractors must be competent, registered and have adequate equipment, procedures and monitoring.</p> <p>Where required, the asbestos / bio-persistent non-asbestos fibrous silicates management programme must cover work practices, training, monitoring, medical surveillance, and waste handling and disposal.</p> <p>Maintenance operations must be made aware of potential cristobalite exposure hazards when disturbing non-asbestos fibrous silicates that have undergone high temperature conditions.</p> <p>The potential for occurrence of naturally occurring asbestos form materials in exploration or mining production activities must be assessed, the risk of exposure determined and appropriate control measures implemented where required</p>
25.	Fitness to Work	The contractor may not have a programme to manage employee fitness for work.	The contractor must develop and implement a programme to manage employee fitness for work. All employees working on site for whom the contractor is responsible (i.e. direct employees of the contractor as well as the employees of any appointed sub-contractors) must be subject to this programme.

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

26.	Emergency Response and Preparedness	The contractor may not develop, implement, test and maintain an Emergency Response Plan	The contractor must develop, implement, test and maintain an Emergency Response Plan (incorporating emergency evacuation procedures) that focuses specifically on the contractor's team and work activities. The plan must be risk-based and must detail the procedures that must be followed when responding to all potential emergency scenarios such as a medical emergency (including first aid response), a fire, an explosion, a hazardous substance spill, flooding, rescue from height, rescue from a confined space, etc.
27.	First aid and First aid kits	The contractor may not have First Aiders are trained and appointed. A suitable first aid kit (i.e. appropriate to the level of training) must be readily available to each First Aider. All kits must be provided and maintained by the contractor.	The contractor must ensure that First Aiders are trained and appointed as described in (Section 9.5) A suitable first aid kit (i.e. appropriate to the level of training) must be readily available to each First Aider. All kits must be provided and maintained by the contractor.
28.	Audits and Inspections	The Contractor may not carry out internal health and safety inspections as follows: <ul style="list-style-type: none"> • General site health and safety inspections on a daily basis; and • Inspections of plant, tools and equipment prior to 	The contractor must establish and maintain programmes for measuring and monitoring HEALTH AND SAFETY performance on a regular basis. Metrics must include leading and lagging indicators, and be based on qualitative and quantitative data. On a monthly basis, the health and safety management system and workplace activities of the contractor will be audited by a Project Health and Safety Advisor 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.

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

		<p>establishment or use on site, and at least monthly thereafter.</p>	<p>For each non-conformance determined during any audit, the contractor must identify and implement appropriate corrective actions.</p> <p>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.</p> <p>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.</p> <p>In addition to the audit carried out by the Project Health and Safety Advisor, the contractor must 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 must ensure that each appointed sub-contractor is audited and measured to the same standard. Copies of these audit reports must be submitted to the Project Health and Safety Advisor on a monthly basis. The contractor must carry out internal health and safety inspections as follows:</p> <ul style="list-style-type: none"> • General site health and safety inspections on a daily basis; and • Inspections of plant, tools and equipment prior to establishment or use on site, and at least monthly thereafter. <p>All audits and inspections must be carried out by competent persons who have been appointed in writing.</p>
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Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

			<p>A schedule of planned audits and inspections must be compiled and maintained ensuring that:</p> <ul style="list-style-type: none"> • All work areas and all activities are covered at regular intervals; • All applicable legal requirements are complied with; and • Areas or activities with significant associated hazards or risks receive greater attention.
29.	Occurrence reporting and investigation	The contractor must establish a procedure for the management of all health and safety incidents.	<p>The contractor must establish a procedure for the management of all health and safety incidents. This procedure must define the responsibilities, methodologies and processes that must be followed for:</p> <ul style="list-style-type: none"> ✓ Reporting an incident; ✓ Investigating an incident; ✓ Analysing an incident to determine the root cause; ✓ Identifying and implementing corrective actions to prevent a recurrence; and ✓ Communicating information concerning an incident to relevant persons and / or groups.
30.	Covid 19 Compliance	Exposure Hazardous Biological agent(Covid 19)	<p>The contractor is to implement occupational health and safety measures to (reduce and eliminate) the escalation of COVID-19 infections in workplaces as set out in the Schedule adopted by the Minister of Employment and Labour, in terms of Regulation 10(8) of the National Disaster Regulations (Act No. 57 of 2002) and comply to all COVID-19 related guidelines issued by the government in this regard.</p>

Safety, Health and Environment (SHE) Baseline Risk Assessment Analysis

COMPILED BY RISK SPECIALIST: ANESH HARISINKER *A. Harisinker* **DATE:** 04/08/2023

SIGNATURE