CONTRACTOR ENVIRONMENTAL AND SUSTAINABILITY SPECIFICATION GUIDELINES

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3.0	• Addition of reference documents (section 3) • Inclusion of additional definitions • Removal of DEA and replacing it with DFFE • Removal of Transnet EO and replacing with Transnet Environmental Resource (PER) • Inclusion of additional abbreviations • Inclusion of minimum environmental requirements for construction (section 5) • Inclusion of details of site inspections/audits (table 1) • Inclusion of Records Management	6-7 7-10 11 12 12-23 23 45	June 2023

Note: Only latest amendments and/or additions are reflected in italics in the body of the document.

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1. PURPOSE

This document describes the minimum requirements for environmental management to which Contractors must comply. This document must be read in conjunction with the Transnet Construction Environmental Management Standard Operating Procedure (CEM SOP).

In this document, unless the context clearly indicates otherwise:

- Words importing any one gender shall include the other gender;
- The singular shall include the plural and vice versa; and
- Any reference in this document to legislation or subordinate legislation is to such legislation or subordinate legislation at the date of promulgation thereof and as amended and/or re-enacted from time to time.

2. APPLICABILITY

This standard applies to Contractors that work on site under the authority of Transnet SOC Ltd.

3. REFERENCE DOCUMENTS

Name	Applicable Section
Constitution of South Africa, Act 108 of 1996	Section 24
National Environmental Management Act, 107 of 1998	Section 2 National Environmental Management Principles
National Water Act, 36 of 1998	Section 164, Permissible Water Use
National Environmental Management: Waste Act, 58 of 2008	Part 1 15 (1) (i) and (2) Part 6 26 (10 (a) and (b) Schedule 3, Defined Wastes Category A: Hazardous Wastes Part 8: Contaminated Land
Environment Conservation Act, 73 of 1989	Section 20
Occupational Health and Safety Act, 85 of 1993	Asbestos Regulations, 2001

Name	Applicable Section
	Government Notice R155 in Government Gazette 23108 of February 2002 General Safety Regulations-Reg. 2 (2) PPE
GNR 326, 7 April 2017 as amended, EIA Regulations	Chapter 15, Appendix 4
Transnet Environmental Risk Management strategy and Framework	2015:42
Environmental Management Systems ISO 14001: 2015	Clause 5, 6, 7, 8, 9 and 10

4. DEFINITIONS AND ABBREVIATIONS

4.1 Definitions

Compliance — Meeting of all the organization's regulatory requirements

Conformance — The action or fact of conforming to this standard and other internal Transnet policies, procedures, guidelines and best practice.

Construction Environmental Management Standard Operating Procedure — Is a document which is used to define how environmental management will be practiced on any construction site under the management of Transnet to ensure that the environment is considered, negative impacts avoided or minimized, and positive impacts are enhanced.

Contractor — The Principal Contractor as engaged by Transnet for infrastructure construction operations, including all sub-contractors appointed by the main contractor of his own volition for the execution of parts of the construction operations; and any other contractor from time to time engaged by Transnet directly in connection with any part of the construction operations which is not a nominated sub-contractor to the Principal Contractor.

Contractor Environmental and Sustainability Specification Guidelines	A set of minimum environmental standards for all Transnet SOC Ltd-managed construction sites.
Environmental Aspect	Element of an organization's activities or products or services that interacts or can interact with the environment.
Environmental Impact	Change to the environment whether adverse or beneficial, wholly or partially resulting from an organization's environmental aspects.
Environmental Risk	The product of the likelihood and severity of an unforeseen occurrence/incident/aspect and the impact it would have, if realised, on the environment.
Fauna	A group of animals specific to a certain region or time period.
Flora	A group of plants specific to a certain region or time period.
General waste	Waste that does not pose an immediate hazard or threat to health or to the environment; and includes:- (a) domestic waste; (b) building and demolition waste; (c) business waste; (d) inert waste;
Indigenous vegetation	Plants that naturally occur in an area.
Liquid waste	Waste that appear in liquid form such as used oil, grease and/or contaminated water or waste water.

Method statement	A document that describes how the Contractor will apply environmental management measures associated with a particular activity during construction.
Monitoring	Determining the status of a system, a process or an activity
Natural Vegetation	All existing species, indigenous or otherwise, of trees, shrubs, groundcover, grasses and all other plants found growing on the site.
Responsible Authority	A Responsible Authority, according to the National Water Act 36 of 1998, relates to specific power or authority in respect of water uses that is assigned by the Minister to a Catchment Management Agency or to a Regional Office.
Rehabilitation	Refers to measures that must be put in place to restore the site to its pre-construction or enhanced state, subsequent to construction taking place.
Scope of Work	The construction work for which the Contractor has been appointed in terms of the Contract with Transnet.
Sensitive area	Any area that is denoted as sensitive by this Specification due to its particular attributes, which could include the presence of rare or endangered vegetation, the presence of heritage resources (e.g. archaeological artefact or graves), the presence of a unique natural feature, the presence of a watercourse or water body, the presence of sensitive social receptors etc. As a minimum, habitats that fall under this definition include: mountain catchments, Ramsar wetland sites, coastal shores, estuaries and endangered ecosystems.
Solid waste	All solid waste, including construction debris, chemical waste, excess cement/ concrete, wrapping materials, timber, tins and cans, drums, wire, nails, food and domestic waste (e.g. plastic packets and wrappers).

Spoil	Excavated material which is unsuitable for re-use as material in the Works or any other use; or is material which is surplus to the requirements of the Works.
Sub -Contractor	is a person or organisation who has a contract with the contractor to: Construct or install part of the contractor's work. Provide a service necessary to provide the works; or Supply plant and materials which the person or organisation has wholly or partly designed specifically for the works.
Temporary Storage	A once-off storage of waste for a period not exceeding 90 days.
Topsoil	Means a varying depth (up to 300 mm) of the soil profile irrespective of the fertility appearance, structure, agricultural potential, fertility and composition of the soil.
Waste	Any substance, material or object, that is unwanted, rejected, abandoned, discarded or disposed of, or that is intended or required to be discarded or disposed of, by the holder of that substance, material or object, whether or not such substance, material or object can be re-used, recycled or recovered and includes all wastes. Waste or a portion of waste ceases to be a waste only once the waste is, or has been re-used, recycled or recovered.
Wastewater	means water containing waste, or water that has been in contact with waste material
Watercourse	Refers to - a river or spring; a natural channel in which water flows regularly or intermittently;

	a wetland, lake or dam into which, or from which, water flows; and any collection of water gazetted by the National Water Act, 36 of 1998 as a watercourse, and a reference to a watercourse includes, where relevant, its bed and banks.
Wetland	Land which is transitional between terrestrial and aquatic systems where the water table is usually at or near the surface, or the land is periodically covered with shallow water, and which land in normal circumstances supports or would support vegetation typically adapted to life in saturated soil.

4.2 Abbreviations

Acronym	Meaning In Full
CEM SOP	Construction Environmental Management Standard Operating Procedure
CM	Construction Manager
CV	Curriculum Vitae
DEFF	Department of Environment, Forestry and Fisheries
EA	Environmental Authorisation
ECO	Environmental Control Officer
EIA	Environmental Impact Assessment
CESSG	Contractor Environmental and Sustainability Specification Guidelines
EO	Environmental Officer

Acronym	Meaning In Full
EMP	Environmental Management Plan
EMPr	Environmental Management Programme
EGF	Environmental Governance Framework
NEMA	National Environmental Management Act 107 of 1998
NEM:BA	National Environmental Management: Biodiversity Act 10 of 2004
NWA	National Water Act 36 of 1998
PER	Project Environmental Resource
PES	Project Environmental Specification
PM	Project Manager
SAHRA	South African Heritage Resource Agency
SDS	Safety Data Sheet
SHEQ	Safety, Health, Environment and Quality
TRANSNET	Transnet SOC Ltd

5. MINIMUM ENVIRONMENTAL REQUIREMENTS FOR CONSTRUCTION

5.1 Tender Documents

Any construction-related tender issued to the market must include:

- Transnet Integrated Management System Policy Statement;
- The Transnet Construction Environmental Management Standard Operating Procedure (CEM SOP);
- The Contractor Environmental & Sustainability Specification Guideline; and
- The Project Environmental Specification (PES).

Any construction-related tender must be recommended for issue by the Transnet Project Environmental Resource/s before it is released to the market.

5.2 Project Environmental Specification (PES)

Must incorporate all relevant recommendations of the Environmental Impact Assessment (EIA) and other environmental studies for the project and the relevant conditions of the EA and/or other applicable environmental permit(s) and licence(s), and the Transnet Operating Division's Environmental Management requirements (where applicable) into an environmental performance specification for implementation during the construction phase of the project.

The PES need not be a separate document; however it can be in a format of an appendix/addendum making reference to environmental authorisation(s), permit(s) or licence(s) applicable to the project. In cases where the project does not trigger any of the NEMA listed activities or any permit(s)/licence(s); the PES may be compiled to prescribe additional environmental management measures over and above the measures stipulated in the MERC.

5.3 Contractor's Environmental Policy

The Contractor's Environmental Policy must be signed and dated by Top Management.

The content of the Contractor's Environmental Policy must:

- be appropriate to the purpose and context of the Contractor's organization, including the nature, scale and environmental impacts of its activities, products and services;
- provide a framework for setting environmental objectives;
- include a commitment to the protection of the environment, including prevention of pollution and other specific commitment(s) relevant to the context of the Contractor's organization;
- include a commitment to fulfil compliance obligations; and
- include a commitment to continual improvement of the Contractor's environmental management system to enhance environmental performance

5.4 Contractor's Environmental Management Plan (EMP)

The Contractor's EMP must include:

- the name of the person who compiled the EMP;
- the expertise of the person who compiled the EMP, including a CV;
- a description of the Contractor's scope of work;
- a detailed description of the environmental aspects related to the Contractor's scope of work;
- a map at an appropriate scale which depicts all construction activities including associated structures, and infrastructure and environmental sensitivities affected by the construction footprint , as well as no go-areas and associated buffers;
    - The map must include the following:
    - an accurate indication of the project site position as well as the positions of the alternative sites, if any;
    - road names or numbers of all the major roads as well as the roads that provide access to the site(s)
    - a north arrow;
    - a legend;
    - the prevailing wind direction;
    - site sensitivities, including but not limited to vegetation, wetlands, watercourses, heritage sites, critical biodiversity area/s, World Heritage Site, etc. and it must be overlaid by the study area; and

- GPS co-ordinates (Indicate the position of the proposed activity with the latitude and longitude at the centre point for each alternative site. The co-ordinates should be in degrees and decimal minutes. The minutes should be to at least three decimal places. The projection that must be used in all cases is the WGS-84 spheroid in a national or local projection).

- a description of the impacts and risks that need to be avoided, managed and mitigated during the execution of the Contractor's scope of work including (as relevant);
    - planning and design;
    - pre-construction activities;
    - construction activities;
    - rehabilitation; and
    - operation of Transnet assets.
- a description and identification of impact management outcomes required for the identified aspects;
- a description of proposed impact management actions, identifying the manner in which the impact management objectives and outcomes contemplated above will be achieved, and must, where applicable, include actions to:
    - avoid, modify, remedy, control or stop any action, activity or process which causes pollution or environmental degradation;
    - comply with any prescribed environmental management standards or practices; and
    - comply with any applicable local, provincial and national legislation.
- the method of monitoring the implementation of the impact management actions contemplated above;
- the frequency of monitoring the implementation of the impact management actions contemplated above;
- an indication of the persons who will be responsible for the implementation of the impact management actions;
- the timeframe within which the impact management actions contemplated above must be implemented;
- the mechanism for monitoring compliance with the impact management actions contemplated above;

- a program for reporting on compliance, taking into account the requirements of this document;
- an environmental awareness plan describing the manner in which:
    - the Contractor intends to inform his employees of any environmental risk which may result from his scope of work; and
    - risks must be dealt with in order to avoid pollution or the degradation of the environment.
- any specific information that may be required by Transnet.

5.5 Contractor's Environmental Officer (EO)

The Contractor's EO should have relevant environmental qualifications and experience required for the project. The level of qualifications and experience must be in line with the complexity of the Contractor's scope of work coupled with the sensitivity of the site. The level of competency will be determined by Transnet during tender.

5.6 Management of Sub-Contractors

The Contractor must ensure that all his sub-contractors comply with this document in so far as it relates to their specific scope of work or services.

5.7 Pre-Site Access Environmental Governance

The Contractor must appoint the EO recommended in his tender proposal. Should the EO no longer be available, the Contractor must submit a CV of an alternative EO with similar or better qualifications and experience for approval by the Transnet PM and PER. The same principle will apply if the Contractor's EO is replaced for whatever reason at any stage. No construction may take place without a duly appointed Contractor's EO.

The Contractor must provide his EO with all environmental documents provided by Transnet during tender and submitted as a part of the Contractor's proposal.

The Contractor must obtain the contact details of the responsible Transnet PER and Transnet PER and provide these details to his EO.

The Contractor's EO must develop an appropriate environmental file for approval by the Transnet PER, including but not necessarily limited to (the environmental file must always be available and up to date on the construction site):

- Documents from the tender as described above.
- His CV.
- An organogram indicating reporting lines of all Contractor's staff (with names included).
- Contact Information for: the overall responsible person acting on behalf of the Contractor to execute the construction works; Contractor's Construction Manager (CM); Contractor's EO; and all relevant emergency personnel.
- A list of the Contractor's plant and equipment indicating a description of the plant/equipment, its fuel capacity, any hazardous components (oils, greases etc.), individual service/maintenance cycles and noise levels.
- A list of hazardous substances to be used during construction indicating: official substance name from Material Safety Data Sheets (MSDS)/ Safety Data Sheet (SDS); quantity on site; storage method; transport method to site; and period to be used on site. All substances listed must have MSDS/ SDS on site in the environmental file.

The MSDS/ SDS should contain the following minimum requirements:

- Section 1: Product and company name
- Section 2: Hazard identification
- Section 3: Composition/information on ingredients
- Section 4: First aid measures
- Section 5: Fire fighting measures
- Section 6: Accidental release measure
- Section 7: Handling storage
- Section 8: Exposure controls/personal protection
- Section 9: Physical and chemical properties
- Section 10: Stability and reactivity
- Section 11: Toxicological Information
- Section 12: Ecological Information
- Section 13: Disposal Consideration

- Section 14: Transportation
- Section 15: Regulatory Information
- Section 16: Other Information

- Photographic pre-construction report that details the site before any activities commence.
- Site Layout Plan indicating but not necessarily limited to,: access roads, site offices, material laydown areas, stockpile areas and parking areas, waste and effluent storage and handling facilities, entire construction footprint, no-go-areas, sewage and sanitary facilities. The plan must be appropriately drawn on a computer and must be clearly visible and properly scaled.
- A site establishment method statement (minimum requirements for method statements are described below in this document).
- Environmental Induction Material to be used to educate site staff and visitors (minimum requirements for environmental induction are described below in this document).
- An activity-based environmental risk assessment.

The Contractor's EO must submit the environmental file for acceptance to the Transnet PER.

The Contractor must obtain a Site Access Certificate from the Transnet PM before accessing the site.

5.8 Safety Data Sheets

Each hazardous substance used on site must have a valid SDS. The SDS must comply with the requirements of the Occupational Health and Safety Act, 85 of 1993.

5.9 Environmental Induction

The Contractor will ensure that all management, foremen and the general workforce, as well as all sub-contractors, suppliers and visitors to site have attended the Transnet Environmental Induction Programme prior to commencing any work on site. Where new personnel commence work on site during the construction period, the Contractor will ensure that these personnel also undergo the Transnet Environmental Induction Programme and are made aware of the environmental specifications on site.

The Contractor must ensure that all of his personnel understand the requirements of the CEM SOP; MERC; EA, EMPr, relevant permits and licences and PES as relevant to their scope of work.

5.10 Environmental Method Statements

- Environmental Method Statements as identified by the Transnet PER based on the Contractor's activity-based environmental risk assessment will be written submissions by the Contractor to the Transnet CM and PER describing:
- The proposed activity, setting out the plant, equipment, materials, labour and method the Contractor proposes using to carry out an activity;
- The environmental management of site conditions – waste management, housekeeping, site establishment etc;
- Transportation of the equipment to and from site;
- How the equipment/ material will be moved while on site;
- How and where material will be stored;
- The containment (or action to be taken if containment is not possible) of leaks or spills of any liquid or material that may occur;
- Timing and location of activities;
- Description of potential positive and negative environmental impacts and how they will be managed;
- Conformance/ non-conformance with this document and any other statutory and best practice standards;
- Monitoring and reporting requirements;
- Records Management; and
- Any other information deemed necessary by the Transnet CM and Transnet PER as well as ECO where applicable.

The Environmental Method Statements will enable the potential positive and negative environmental impacts associated with the proposed construction activity to be identified and mitigation measures put in place. All method statements must be signed by the Contractor, Transnet CM and PER, with the addition of the ECO on authorized projects, thereby indicating that the works will be carried out according to the methodology described therein.

Activities may only commence once the Environmental Method Statements have been approved by the Transnet CM, Transnet PER and ECO (where relevant). In some instances, local authorities may also need to approve the method statements. This will be highlighted in the Project Environmental Specification, where applicable.

All changes to the original Environmental Method Statements must be approved by the Transnet PER and Transnet CM prior to implementation.

To enable timely approvals, the environmental method statements will be submitted to the Transnet CM and Transnet PER for review two (2) weeks prior to the intended date of commencement of the activity, or as directed by the Transnet Project Manager/CM.

Emergency construction activity Environmental Method Statements may also be required. The activities requiring Environmental Method Statements cannot commence if they have not been approved by the CM and PER or ECO.

NOTE: No advice, approval of method statements or any other form of communication from Transnet will be construed as an acceptance by Transnet of any obligation that indemnifies the Contractor from achieving any required level of performance. Further, there is no acceptance of liability by Transnet which may result from the Contractor failing to comply with the specifications, i.e. the Contractor remains responsible for achieving the required performance levels.

5.11 Environmental Occurrences (Incidents)

The Transnet PER shall provide the Contractor with the procedure to follow in managing environmental occurrences during pre-site access governance.

The Contractor shall follow the procedure provided to him by the Transnet PER and maintain required records thereof.

In the event of an environmental occurrence, the Contractor must, as soon as is reasonably practicable:

- classify an environmental occurrence in line with the Transnet Environmental Management Occurrence process flow;

- take all reasonable measures to contain and minimise the effects of the occurrence, including its effects on the environment and any risks posed by the occurrence to the health, safety and property of persons;
- undertake cleanup procedures;
- remedy the effects of the occurrence; and
- assess the immediate and long-term effects of the occurrence on the environment and public health

5.12 Environmental Non-Conformances (Defects)

Environmental Non-Conformances shall be handled as per the terms and conditions of the Contract.

The Transnet PER shall provide the Contractor with the procedure to follow in managing environmental non-conformances during pre-site access governance.

The Contractor shall follow the procedure provided to him by the Transnet PER and maintain required records thereof.

The Transnet Project Manager shall ensure that all Non-conformances are appropriately closed out within the timeframe specified in the Non-Conformance Report.

Any environmental non-conformance will be dealt with similarly to a Defect as defined in the Contract. A defect is due to non-compliance with the Works Information and it is the responsibility of the Contractor to correct the defect in order to ensure that the work takes place in accordance with the Works Information. Similarly, non-conformance/non-compliance with any other permit or licence will be regarded as a non-conformance with the Works Information. The Contractor is responsible for rectifying any defect (non-conformance) as defined above promptly.

The Contractor's EO shall be responsible to search for and identify non-conformances with the environmental specifications at inspection intervals agreed to with the Transnet PER. The Transnet PER shall also undertake such inspections on a monthly basis. If such monthly inspections indicate that any part of the Contractor's work is non-conformant with the environmental requirements, the Transnet PER shall advise the Transnet PM to issue a Defects Notification to the Contractor accordingly. The Contractor shall correct the non-

conformance (defect) within the timeframes specified in the report and notification and submit proof of such correction to the Transnet PER.

The Transnet PER shall not recommend that a Site Closure Certificate be issued to the Contractor if any non-conformances have not been properly closed out. In such an event, the Transnet Project Manager may also make use of any reasonable contractual means to rectify the non-conformance(s) as allowed by the Contract (retention moneys etc.).

5.13 Community Grievances (Public Complaints)

The Transnet PER shall provide the Contractor with the procedure to follow in managing community grievances during pre-site access governance.

The Contractor shall follow the procedure provided to him by the Transnet PER and maintain required records thereof.

5.14 Environmental Inspections and Audits

Environmental inspections and audits may be conducted using five basic techniques:

- Interviews with Contractor's staff including Sub-contractors and suppliers;
- Document review;
- Observations;
- Monitoring; and
- Measurement and verification.

Table 1 sets out the areas and aspects of the construction site that will be inspected or audited, the frequency of such inspections/audits, the inspector/auditor and the inspected party/auditee. It should be noted that the list is not exhaustive and that each site will have specific issues that will need to be inspected/audited.

Table 1: Details on Environmental Inspections/Audits (where Transnet is the Inspected Party/Auditee, respective Contractors must give full cooperation).

Place	**Inspector/Auditor**	**Inspected Party/ Auditee**	**Inspection/audit frequency**
Construction Site	Contractor's Environmental Officer	Contractor	Daily/Weekly Inspection
Project (including all construction sites).	Transnet Project Environmental Resource/Project Environmental Manager	Contractor	Monthly Inspection
Project (including all construction sites)	Transnet Environmental Specialist: Assurance	Transnet Project Environmental Resource	As stipulated on the annual audit plan
Project (as defined in Environmental Authorisation)	Environmental Control Officer	Transnet (represented by Transnet Environmental Resource)	As stipulated in the Environmental Authorisation
Project (as defined in Water Use Authorisation)	Independent Auditor	Transnet (represented by Transnet Environmental Resource)	As stipulated in the Water Use Authorisation

The Contractor's EO will be required to conduct inspections of all work areas for which the Contractor is responsible, at intervals agreed to with the Transnet PER. Monitoring shall

be conducted as per the Contractor's approved EMP and all required records shall be maintained by the Contractor.

The Transnet PER will be required to conduct inspections of all work areas for which the Contractor is responsible on a monthly basis or at intervals agreed to with the Transnet Project Environmental Manager. Monitoring shall be conducted as per the Project Environmental Specification. The Inspection Checklist to be used shall be approved by the Transnet PER prior to each inspection.

5.15 Contractor's Environmental Performance

The Transnet PER will explain how the Contractor's performance will be scored during pre-site access governance to the Contractor's EO. The standard/minimum requirement for all environmental inspections will be 90%.

5.16 Site Planning and Establishment

The Contractor shall establish his construction camps, offices, workshops, eating areas and any other facilities on the site in a manner that does not adversely affect the environment. These facilities must not be sited in close proximity to sensitive areas; the buffer to be determined by the ecological requirements of the fauna/flora found on-site.

The site offices should not be sited in close proximity to steep areas. It is recommended that the offices, and in particular the ablution facilities, aggregate stockpiles, spoil areas and hazardous material stockpiles be located as far away as possible from any watercourse.

5.16.1 Site Layout Plan

The Site Layout Plan must as a minimum include but not limited to:

- Detailed layout of the construction works areas including access roads, site offices, material laydown areas, temporary stockpile areas and parking areas;
- Detailed locality and layout of all waste storage and handling facilities for litter, kitchen refuse and workshop-derived effluent;
- Proposed areas for the stockpiling of topsoil and excavated spoil material;
- Demarcation of the construction footprint including areas not to be disturbed by the development;

- Location of sewage and sanitary facilities at the site offices and staff accommodation at all localities where there will be a concentration of labour.

Any changes to the location of the facilities and site activities as per the approved site layout plan shall be re-submitted to the Transnet CM and Transnet PER for approval prior to implementation.

The Contractor may be required to submit a separate layout plan dealing only with his site camp. If so this will be specified in the PES.

5.16.2 Identification and Establishment of Suitable Access Routes/Roads

Existing access routes to the construction/works areas must be used as far as possible. The building of access roads must be restricted to prevent unnecessary disturbance of the surrounding environment. Access tracks must be maintained in a good condition at all times during construction to minimize erosion and dust generation.

5.16.3 Demarcation of Site Limits

Prior to the commencement of construction, the site must be clearly demarcated by means of visible barriers. Vegetation within the demarcated zone may be cleared only upon obtaining approval from the Transnet PER. No activities are allowed outside of the approved footprint on the Site Layout Plan.

5.16.4 Eating Areas

The Contractor is responsible for providing adequate eating facilities within the works area to ensure that workers do not leave the site to eat during working hours. Refuse bags/bins must be provided at all established eating areas and when full it should be disposed of appropriately.

5.16.5 Liquid Waste Management

Liquid waste water from site shall be stored on-site in a properly designed and constructed system, situated so as not to adversely affect water courses. Only domestic type wastewater, i.e. toilet, shower, basin, kitchen water shall be allowed to enter the designated system.

5.17 Sewage and Sanitation

The Contractor is responsible for providing adequate sanitary facilities including toilets, toilet paper, wash basins etc. to all workers on site and for enforcing the proper use of these facilities.

Toilet facilities shall be serviced regularly and the waste material generated from these facilities shall be disposed of at a registered waste water treatment works/macerator and relevant permits for transportation of waste and proof of servicing and disposal shall be maintained.

Toilets and latrines shall be easily accessible and shall be positioned within walking distance from wherever employees are employed on site, and away from sensitive areas. Use of open areas (i.e. the veld) is not allowed. For projects of high mobility a mobile toilet facility shall be made available by the Contractor.

Outside toilets shall be provided with locks and doors and shall be secured to prevent them from blowing over. Toilets must not be placed in areas susceptible to flooding and high winds. The Contractor shall arrange for regular emptying of toilets and shall be entirely responsible for enforcing their use and for maintaining such facilities in a clean, orderly and hygienic condition to the satisfaction of the Transnet CM.

5.18 Waste Management

Waste shall be grouped into "**general**" or "**hazardous**", depending on its characteristics. The classification shall determine handling methods and the ultimate disposal of material.

General waste which is likely to be generated on site during construction include but not limited to the following:

- Trash (waste paper, plastics, cardboard, etc.) and food waste from offices, warehouses and construction personnel;
- Uncontaminated construction debris such as used wood and scrap metal; and
- Uncontaminated soil and non-hazardous rubble from excavation or demolition.

The Contractor shall classify all waste expected to be generated during the construction period. Examples of typical construction waste which could be expected on the site and how they should be classified are indicated in the following table:

TABLE 2: EXAMPLE OF CONSTRUCTION WASTE CLASSIFICATION

Waste	Classification	
	Hazardous	**General**
Aerosol containers	**X**	
Batteries, light bulbs, circuit boards, etc.	**X**	**X**
Clean soil		**X**
Construction debris contaminated by oil or organic compounds	**X**	
Domestic waste		**X**
Empty drums (depends on prior use)	**X**	**X**
Empty paint and coating containers		**X**
Explosive waste	**X**	
PCB waste	**X**	
Rubble (not contaminated by oil or organic compounds)		**X**
Waste Cable		**X**
Waste plastic		**X**
Waste paint and/or solvent	**X**	
Waste oil	**X**	
Waste concrete		**X**
Waste cement powder	**x**	
Waste empty cement bags (must be thoroughly decanted)		**x**
Waste containing fibrous asbestos	**X**	
Waste timber		**X**
Sewerage sludge	**X**	
Scrap metal		**X**

Waste	Classification	
	Hazardous	General
Chemically-derived sanitary waste	X	

Waste will be managed in accordance with the Waste Management Hierarchy depicted in Figure 1 below:

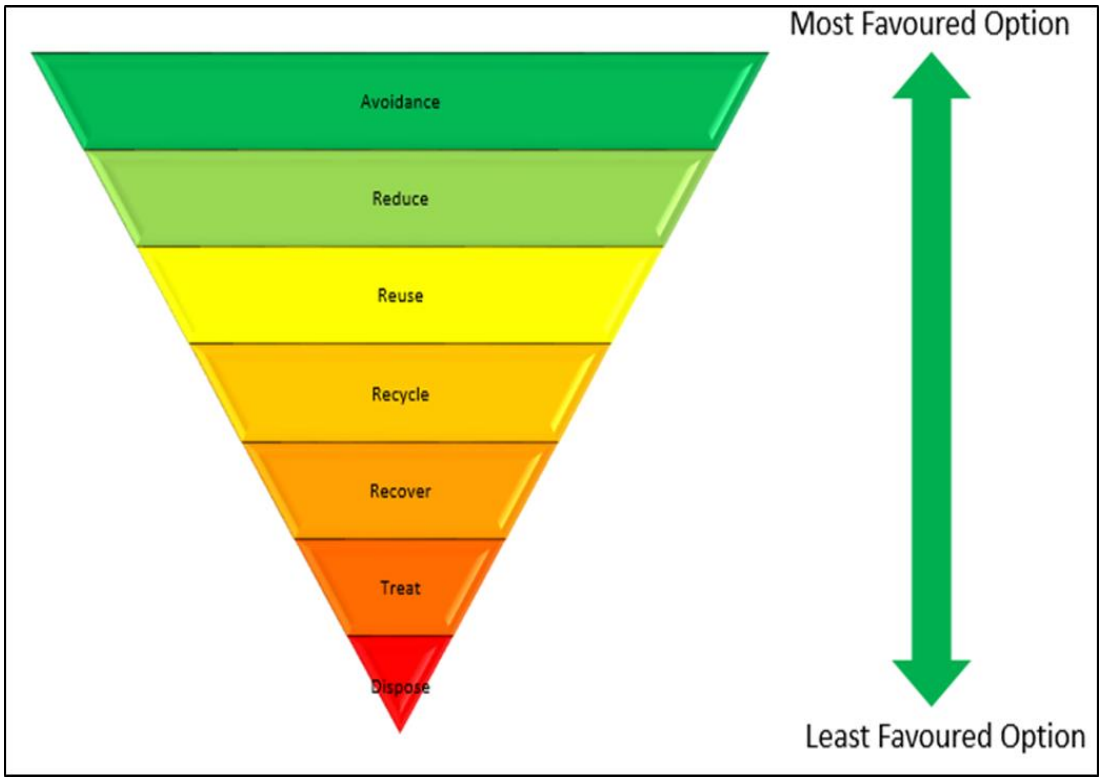

FIGURE 1: THE WASTE MANAGEMENT HIERARCHY

(Transnet Environmental Risk Management strategy and Framework, 2015:42)

1. **Avoidance/Prevention:** using goods in a manner that minimises their waste components
2. **Reduction/Minimisation:** reduction of the quantity and toxicity of waste generated during construction
3. **Re-use:** removing an article from a waste stream for use in a similar or different purpose without changing its form or properties

4. **Recycling:** separating articles from a waste stream and processing them as products or raw materials
5. **Recovery:** reclaiming particular components or materials, or using the waste as a fuel
6. **Treatment:** processing of waste by changing its form or properties in order to reduce toxicity and quantity
7. **Disposal:** burial, deposit, discharge, abandoning or release of waste

The Contractor is responsible for the removal of all waste generated from site. The Contractor shall ensure that all waste is removed to appropriate licensed waste management facilities. (For the identification of an appropriate facility, the following source may be utilized: http://sawic.environment.gov.za/).

The Contractor shall manage **GENERAL WASTE** that is anticipated to be generated by operations as follows:

- Notify waste hauler when container is full so that it can be removed and replaced with an empty container/skip;
- No littering is allowed on site. In the event where staff mobility is high, refuse bags will be made available by the Contractor;
- Provide documented evidence of proper disposal of waste (Waste Disposal Certificate)

The Contractor shall recycle **GENERAL WASTE** (as far as practically possible) that is anticipated to be generated by its operations as follows:

- Obtain and label recycling containers for the following (whichever relevant) and locate them at secure designated locations on site:
  - Office Waste;
  - Aluminium;
  - Steel;
  - Glass;
  - Ferrous Metals;

- Non Ferrous Metals; and
- Waste Timber

- Establish recycled material collection schedule;
- Arrange for full bins to be hauled away;
- Spent batteries, circuit boards, and bulbs, while non-hazardous, require separate storage, special collection and handling; and
- No burning, burying or dumping of waste of any kind will be permitted.

The Contractor shall manage **HAZARDOUS WASTE** anticipated to be generated by his operations as follows:

- Obtain and provide an acceptable container with correct and visible classification label;
- Place hazardous waste material in allocated container;
- Inspect the container on a regular basis as per the Contractor's EMP;
- Track the accumulation time for the waste, haul the full container to the registered hazardous disposal site;
- Notify the waste hauler when container is full so that it can be removed and replaced with an empty container/skip; and
- Provide documented evidence of proper waste disposal of the waste (Waste Disposal Certificate).

The Contractor shall maintain the following waste records for submission to the Transnet PER on request:

- Date of waste management activity;
- Activity Type (reuse, recycle, recover, treat, dispose);
- Description (e.g. contaminated soil, medical waste, tyres, plastic, domestic waste etc.)
- Classification (General/Hazardous);
- Estimated Quantity in kilograms
- Disposal Site Name and Reference Number (where relevant);
- Method of Transport; and
- Signed Collection or Disposal Records

5.19 Workshops, equipment maintenance and storage

All vehicles and equipment must be kept in good working order to maximise efficiency and minimise pollution. Maintenance, including washing and refueling of plant on site must be done at designated locations approved on the Site Layout Plan. The Contractor must ensure that no contamination of soil or vegetation occurs around workshops and plant maintenance facilities.

All machinery servicing areas must be bunded. Stationary plant that leak harmful substances shall not be permitted on site. Washing of equipment should be restricted to urgent maintenance requirements only. Adequate wastewater collection facilities must be provided and the wastewater should be disposed of appropriately in accordance with its waste classification.

5.20 Vehicle and Equipment Refueling

5.20.1 Stationary/Designated Refuelling

No vehicles or machines shall be serviced or refueled on site except at designated servicing or refueling locations included on the approved Site Layout Plan.

The Contractor shall provide details of his refueling activities in his EMP or Refueling Method Statement. Facility design shall comply with the regulations of the National Water Act, (Act 36 of 1998), the Hazardous Substances Act, (Act 15 of 1973), the Environmental Conservation Act, (Act 73 of 1989), National Environmental Management Act, (Act 107 of 1998), and the Occupational Health and Safety Act, (Act 85 of 1993), mainly the Construction - and Hazardous Chemical Substances Regulations.

5.20.2 Mobile Refuelling

In certain circumstances, the refueling of vehicles or equipment in a designated area is not a viable/practicable option and refueling has to be done from a tank, truck, bowser or container moved around on site. In such circumstances, the Contractor may request approval from the Transnet CM to conduct mobile refueling subject to the following control measures:

- Secondary containment equipment shall be in place. This equipment shall be sized to contain the most likely volume of fuel that could be spilt during transfer.

- Absorbent pads or drip trays are to be placed around the fuel inlet prior to dispensing.
- Mobile refueling units are to be operated by a designated competent person.
- The transfer of fuel must be stopped prior to overflowing. Fuel tanks or refueling equipment on vehicles may only be filled to 90% carrying capacity.
- Mobile fuelling equipment must be stored in areas where they are not susceptible to collisions.
- Mobile refueling operations shall not take place within 30 meters of any watercourses or 7.5 meter from other structures, property lines, public ways or combustible storage.

All mobile refueling tanks are to be properly labelled and fire extinguishers with valid service dates shall be located near the fuel storage areas. These extinguishers must be of a suitable type and size.

5.21 Spill Response

The Contractor shall have adequate spill response materials/equipment on site which must be aligned with the volumes of hazardous substances used on site and the risk of pollution to sensitive environmental features.

The Contractor shall have an approved Spill Response Plan, either in his EMP or in the form of a method statement approved by the Transnet CM and Transnet PER.

The Contractor shall instruct construction personnel on the following spill prevention and containment responsibilities:

- All plants to be inspected daily to ensure that they are in good condition;
- Immediately repair all leaks of hydrocarbons or chemicals;
- Take all reasonable measures to prevent spills or leaks;
- Do not allow sumps receiving oil or oily water to overflow;
- Prevent storm water runoff from contamination by leaking or spilled drums of oil or chemicals; and
- Do not discharge oil or contaminants into storm water or sewer systems.

If a spill occurs on land, the Contractor must:

- Immediately stop or reduce the spill;

- Contain the spill;
- Recover the spilled product;
- Remediate the site;
- Implement actions necessary to prevent the spill from contaminating groundwater or off-site surface water; and
- Manage the contaminated material in accordance with Waste Management requirements in this document.

Any spill to water has the potential to disperse quickly, therefore, the spill must be contained immediately using appropriate containment equipment.

If a spill to water occurs, the Contractor must:

- Take immediate action to stop or reduce the spill and contain it;
- Notify the appropriate on-site authorities;
- Implement actions necessary to prevent the spread of the contamination by deploying appropriate absorbent material;
- Recover the spilled product; and
- Manage the contaminated material in accordance with Waste Management requirements in this document. Water samples to be taken downstream from where the spill took place to trace the extent of pollution.

All spills must be recorded as occurrences and managed in accordance with the requirements for Occurrences in this document.

5.22 Spray Painting and Sandblasting

Spray painting and sandblasting must be kept to a minimum. All painting must, as far as practicable, be done before equipment and material is brought on site. Touch-up painting is to be done by hand painting or as per the approved EMP or Method Statement.

The relevant Contractor will inform his EO when and where spray painting or sandblasting will be carried out prior to commencement of work. The Contractor's EO will monitor these activities to ensure that adequate measures are taken to prevent contamination.

Sand may only be acquired from approved commercial sources and in instances where sand is collected from the natural surrounds, such collection must be approved by the Transnet PER.

If the area is in confined or high (elevated) areas, a protection plan must be issued for approval by the Transnet PER.

5.23 Dust Management

The usage of water for dust management will be minimized as far as practically possible. Discretion must be applied in this regard especially relating to drought conditions. Only water from approved sources may be used. Dust control measures must be approved by the Transnet PER prior to commencement of the Works.

The following minimum dust management practices must be implemented on site:

- Vehicles must be operated within speed limits, where no speed limit has been specified, the limit shall be 40km/h;
- Haulage distances must be minimized as far as reasonable practicable;
- Where water suppression is insufficient or impractical, environmentally friendly soil stabilizers must be used;
- Stockpiles and open areas that may cause dust must be stabilized and vegetated where required;
- Dust suppression measures must be implemented on inactive construction areas. (An inactive construction site is one on which construction will not occur for a month or more);
- Disturbance of natural vegetation must be minimized to reduce potential erosion, runoff, and air-borne dust;
- Material in transit must be loaded and contained within the load bin of the vehicle in such a way as to prevent any spillage or creation of dust clouds. If necessary, the load bin of the vehicle shall be covered with a tarpaulin;

5.24 Storm Water and Dewatering Management

Apart from runoff from overburden emplacements and stock piles, storm water can also be contaminated from batch plants, workshops, vehicle wash-down pads, etc., and contaminants during construction may include hydrocarbons from fuels and lubricants, sewerage from employee ablutions and excess fertilizer from rehabilitated areas, etc.

Discharges to controlled waters such as the sea, rivers, and groundwater or to sewerage systems are controlled under South African Water Legislation. The following specific measures are required:

- Temporary drainage must be established and maintained on site during the construction period until permanent drainage is in place. Secondary drainage that prevents erosion must be provided, where necessary.
- Contractors must employ good housekeeping in their areas to prevent contamination of drainage water.
- Stagnant water shall be cleared at a frequency approved by the Transnet PER.
- Any surface water flows off-site must be approved by the Transnet PER. Where necessary, silt traps shall be constructed to ensure retention of silt on site and cut-off ditches shall be constructed to ensure no runoff from the site except at points where silt traps are provided. The Contractor shall be responsible for checking and maintaining all silt traps for the duration of the project.
- The removal from groundwater is defined as a water-use under the National Water Act 36 of 1998. Therefore, it must be ensured that the project has been authorised by the Responsible Authority to remove and discharge groundwater prior to dewatering taking place. If applicable, the Contractor shall be responsible for collection, management, and containment within the site boundaries of all dewatering from all general site preparation activities.
- On-site drainage shall be accomplished in accordance with a plan approved by a suitably qualified civil engineer.

5.25 Erosion Control

Erosion control measures will be designed, implemented, and properly maintained in accordance with best management practices which will include, but not limited to the following:

- Activities must be scheduled to minimise the extent of disturbance of an area at any one time;
- Re-vegetation must be implemented as early as feasible;
- Construction traffic must be properly managed and controlled;
- Areas must be graded to the extent feasible at drainage ditches;
- Loose soil will be compacted as soon as possible after excavation, grading, or filling;
- Silt fences, geo-textiles, temporary rip-rap, soil stabilisation with gravel, diversionary berms or swales, small sedimentation basins must be used;
- The transport of sediment must be minimised;
- An erosion and sedimentation control plan must be developed, approved by the Transnet PER and communicated to staff; and
- The Contractor shall be responsible for checking and maintaining all erosion and sedimentation controls.

5.26 Noise Management

- The following specific measures are required:
- Keep all equipment in good working order;
- Operate equipment within its specification and capacity and don't overload machines;
- Apply regular maintenance, particularly with regards to lubrication;
- Operate equipment with appropriate noise abatement accessories, such as sound hoods;
- Relevant stakeholders shall be notified of any excessive noise-generating activities that could affect them;
- Ensure that the potential noise source will conform to the South African Bureau of Standards recommended code of practice, SANS 10103:2004 or the latest at the time, so that it will not produce excessive or undesirable noise when released;

- All the Contractor's equipment shall be fitted with effective exhaust silencers and shall comply with the South African Bureau of Standards recommended code of practice, SANS 10103:2004 or the latest at the time, for construction plant noise generation
- Contractor's vehicles shall comply with the Road Traffic Act, (Act 29 of 1989) when any such vehicle is operated on a public road.
- If on-site noise control is not effective, protect the victims of noise by ensuring that all noise-related occupational health provisions are met. (Occupational Health and Safety Act, (Act 85 of 1993).

5.27 Protection of Heritage Resources

5.27.1 Archaeological Sites

If an artefact on site is uncovered, work in the immediate vicinity shall be stopped immediately. The Contractor shall take reasonable precautions to prevent any person from removing or damaging any such article and shall immediately upon discovery thereof inform the Transnet CM and Transnet PER of such a discovery. The South African Heritage Resources Agency (SAHRA) or relevant Authority is to be contacted and will appoint an Archaeologist to investigate the find. Work may only resume once clearance is given in writing by the Archaeologist.

5.27.2 Graves

If a grave is uncovered on site, or discovered before the commencement of work, all work in the immediate vicinity of the grave shall be stopped and the Transnet CM and PER informed of the discovery. The South African Heritage Resources Agency (SAHRA) or relevant Authority should be contacted and in the case of graves, arrangements made for an undertaker to carry out exhumation and reburial. The undertaker will, together with the SAHRA, be responsible for attempts to contact family of the deceased and for the site where the exhumed remains can be re-interred.

5.28 Fire Prevention

Fires shall only be allowed in facilities or equipment specially constructed for this purpose.

A firebreak shall be cleared and maintained around the perimeter of the camp and office sites where and when necessary. In cases where construction is taking place in a Critical Biodiversity Area as listed under NEM:BA; it must be ensured that the requirement of a firebreak is screened against the NEMA Listing Notice 3 to confirm legislative requirements.

All conditions incorporated in the requirements of the Occupational Health and Safety Act shall be implemented.

5.29 Water Protection and Management

No water shall be abstracted from any water course (stream, river, or dam) without the expressed permission of the Transnet CM and Transnet PER. Such permission shall only be granted once it can be shown that the water is safe for use, that there is sufficient water in the resource to meet the demand, and once permission has been obtained from the Department of Water and Sanitation in accordance with the requirements of the National Water Act (Act 36 of 1998).

Water for human consumption shall be available at the site offices and at other convenient locations on site. The generally acceptable standard is that a supply of drinking water shall be available within 200m of any point on the construction site.

Method Statement(s) must be prepared by the Contractor for the various water uses. The Contractor shall keep a record of the quantities of water used on-site during construction (including use by sub-contractors), irrespective of the purpose of use.

5.30 Protection of Fauna and the collection of firewood

On no account shall any hunting or fishing activity of any kind be allowed. This includes the setting of traps, or the killing of any animal caught in construction works.

On no account shall any animal, reptile or bird of any sort be killed. This specifically includes snakes or other creatures considered potentially dangerous discovered on site. If such an animal is discovered on site, an appropriately skilled person should be summoned to remove the creature from the site. Consideration should be given to selection and nomination of such a person prior to site establishment. If no-one is available, training should be provided to at least two site staff members.

The Contractor shall provide adequate facilities for all his staff so that they are not encouraged to supplement their comforts on site by accessing what can be taken from the natural surroundings. The Contractor shall ensure that energy sources are available at all times for construction and supervision personnel for heating and cooking purposes.

5.31 Environmental Awareness Training

An Environmental Awareness Program is considered a necessary part of the Construction Environmental Management Plan for the Project. Training of the appropriate construction personnel will help ensure that all environmental regulations and requirements are followed which must be defined in the relevant Method Statement to be prepared by the Contractor.

Objectives of environmental awareness training are:

- Environmental Management – protecting the environment from the effects of construction by making personnel aware of sensitive environmental resources.
- Regulatory compliance – complying with requirements contained in project – specific permit conditions, also complying with requirements in regional and local regulations.
- Problem recognition and communication – training personnel to recognise potential environmental problems, i.e. spills, and communicate the problem to the Contractor's EO for a solution.
- Liability control - non-compliance with regulatory requirements can lead to personal and corporate liability.

All individuals on the Project construction site will need to have a minimum awareness of environmental requirements and responsibilities. However, not all need to have the same degree of awareness. The required degree of knowledge is greatest for personnel in the Safety, Health, and Environmental Sections and the least for the manual personnel.

The Contractor shall present environmental awareness programmes on a weekly/bi-monthly basis (depending on project requirements) and keep record of all the environmental related training of the personnel.

5.32 Handling and Batching of Concrete and Cement

Concrete batching shall only be conducted in demarcated areas which have been approved by the Transnet CM and Transnet PER.

Such areas shall be fitted with a containment facility for the collection of cement-laden water. This facility shall be bunded and have an impermeable surface protection so as to prevent soil and groundwater contamination. Drainage of the collection facility will be separated from any infrastructure that contains clean surface runoff.

The batching facility will not be placed in areas prone to floods or the generation of stagnant water. Access to the facility will be controlled so as to minimise potential environmental impacts. Hand mixing of cement and concrete shall be done on mortarboards and/or within the bunded area with impermeable surface or concrete slab. Bulk and bagged cement and concrete additives will be stored in an appropriate facility at least 10m away from any watercourses, gullies and drains.

Waste water collected in the containment facility shall be left to evaporate. The Contractor shall monitor water levels to prevent overflows from the facility. It is acknowledged that all waste water will evaporate; it must be ensured that the remaining water can be pumped into sealed drums for temporary storage and must be disposed of as liquid hazardous waste at an authorised hazardous waste management facility.

All concrete washing equipment, such as shovels, mixer drums, concrete chutes, etc. shall be done within the approved washout facility. Water used for washing shall be restricted as far as practically possible.

Ready-mix concrete trucks are not allowed to wash out anywhere other than in an area designated and approved by the Transnet CM and PER for this purpose.

The Contractor shall periodically clean out hardened concrete from the wash-out facility or concrete mixer, which can either be reused or disposed of as per accepted waste management procedures.

Empty cement and bags, if temporarily stored on site, must be collected and stored in weatherproof containers. Used cement bags may not be used for any other purpose and

must be disposed of on a regular basis in accordance with the Contractor's solid waste management system.

Sand and aggregates containing cement will be kept damp to prevent the generation of dust.

Concrete and cement or any solid waste materials containing concrete and cement will be disposed of at a relevant registered disposal facility and SDCs kept on the file. Where disposal facilities for general waste are utilised, written consent from the relevant municipality must be obtained by the Contractor and filed in the Green file.

5.33 Stockpiling, Soil Management and Protection of Flora

The Contractor shall measure the extent of all areas cleared for construction purposes and keep this figure updated. Sensitive areas shall be cordoned off and avoided in this regard.

Stockpiling may only take place in designated areas indicated on the approved site layout plan. Any area to be used for stockpiling or material laydown shall be stripped of all topsoil.

Clearance of vegetation shall be restricted to that which is required to facilitate the execution of the works. Vegetation clearance shall occur in a planned manner, and cleared areas shall be stabilised as soon as possible when and where necessary. The detail of vegetation clearing shall be subject to the Transnet CM's approval and shall occur in consultation with the Transnet PER.

Stockpiles must be positioned in areas sheltered from the wind and rain to prevent erosion and dispersion of loose materials. Stockpiled soil shall be protected by adequate erosion-control measures. Soil stockpiles shall be located away from drainage lines, watercourses and areas of temporary inundation. Stockpiles containing topsoil shall not exceed 2m in height unless otherwise permitted by Transnet.

Topsoil shall be stockpiled separately from other materials and prevented from movement. Excavated subsoil, where not contaminated, must be used for backfilling, if possible, and topsoil for landscaping and rehabilitation of disturbed areas. Where topsoil

has become mixed with subsoil or is not up to the original standard, fertiliser or new topsoil shall be provided by the Contractor.

No vegetation located outside the construction site shall be destroyed or damaged. As far as is reasonably practicable, existing roads must be used for access to the site. Before site clearance takes place, vegetation surveys must be conducted and protected species identified.

No protected plant species shall be removed without written consent from the relevant authorities. The development of new embankments or fill areas must be undertaken in consultation with the Transnet PER.

No dumping of solid waste or refuse shall be allowed within or adjacent to areas of natural vegetation.

The Contractor shall identify and eradicate all declared alien and invasive plant species occurring on site.

5.34 Traffic Management

Vehicles usage is permitted only on access roads. Vehicles should only be parked within designated parking areas as demarcated on the site layout plan.

Turning of vehicles should only take place within a clearly demarcated "turn area" located within the approved construction footprint.

The Contractor must co-ordinate the loading and offloading of material during the construction phase so as to ensure that vehicular movement is in one direction only at any one time and that side-tracks are not created on the site.

5.35 Transportation of Materials

The Contractor is responsible for ensuring that all suppliers and delivery drivers are aware of procedures and restrictions (e.g. no-go areas) in terms of the SOP CM and this Specification. Material must be appropriately secured to ensure safe passage between destinations during transportation. Loads must have appropriate cover, where ADTs are not utilised, to prevent spillage from the vehicles. The Contractor will be held responsible for any clean-up resulting from the failure to properly secure transported materials.

5.36 Borrow Pits and Quarries

The Contractor shall ensure that suppliers of rock and sand raw materials are in possession of the required permit/license and keep record of the quantity of material supplied.

The Contractor will not make direct use of any borrow pits and quarries unless the borrow pit has a valid permit, he has obtained written approval from the Transnet CM and Method Statement has been submitted and approved. The Method Statement will provide the detailed description of the location of the borrow pits and/or quarries and the procedures that will be followed to adhere to any pertinent national or local legislation (e.g. mineral extraction, rehabilitation, safety and noise levels).

5.37 Social and Labour Issues

The criteria for and selection of labourers, sub-contractors and suppliers for the project shall demonstrate preference for the local community and shall be aligned with the criteria set by Transnet SOC Ltd in appointing the Contractor. The Contractor shall keep records of the identity of all staff.

Under no circumstances shall the Contractors engage in formal discussions with landowners without prior consent by the Transnet CM.

No activity on private property shall be allowed without written consent by the relevant landowner and Transnet CM/Transnet PER.

Any damage to private property caused by the Contractor during the construction period, shall be repaired to the satisfaction of the Transnet CM, the Transnet PER and the land-owner.

The Contractor shall keep record of any complaint raised during the construction period relating to the Contractor's activities.

No job-seekers shall be allowed on site and signs reflecting such shall be displayed on the notice boards.

5.38 Energy Management

The Contractor shall measure and keep updated records of the following:

- Electricity consumption (to be measured in Kilowatt Hours)
- Fuel consumption (to be measured in liters)

5.39 Handling, Storage and Management of Hazardous Substances

All hazardous materials/substances shall be stored in a secured, designated area that is fenced, bunded and has restricted entry.

All storage shall take place using suitable containers to the approval of the Transnet CM and PER.

All hazardous liquids shall be located in a secure, demarcated area and an adequate bund wall (110% of the total volume stored) shall be provided. The floor and wall of the bund area shall be impervious to prevent infiltration of any spilled/leaked liquids into the soil.

No spillages or accumulated stormwater within this bunded area will be allowed to be flushed from the bund into the surrounding area.

Hazard signs indicating the nature and volume of the stored materials shall be displayed on the storage facility or containment structure.

Weigh bills of hazardous substances shall be sourced from suppliers and kept on site for inspection by the Transnet PER.

The Contractor must provide a method statement detailing the hazardous substances that are to be used during construction, as well as the storage, handling and disposal procedures for each substance. Emergency procedures in the event of misuse or spillage that might negatively affect the environment must be specified.

Information on each hazardous substance will be available to all persons on site in the form of MSDS/SDS. Training and education about the proper use, handling, and disposal of the material will be provided to all workers handling the material.

The Contractor's EO must be informed of all activities that involve the use of hazardous substances to facilitate prompt response in the event of a spill or release.

5.40 Housekeeping

The Contractor must ensure proper housekeeping of the site for the duration of the project. If practical the contractor shall amongst construction personnel, assign one to be responsible for good housekeeping

Materials shall be stored in a neat and tidy manner in designated areas as per the approved site layout plan.

5.41 Rehabilitation

Contractors shall rehabilitate the entire site upon completion of work. Where applicable, rehabilitation must be in line with the measures outlined in the Project Environmental Specification. A rehabilitation plan will be submitted to the Transnet CM and PER for approval at least six weeks before project completion. The following, but not limited are critical issues to be included in the rehabilitation plan:

- Details of soil preparation procedures including proposed fertilisers or other chemicals being considered for use;
- A list of the plant species that will be used in the rehabilitation process. Note that these should all be indigenous species, and preferably species that are endemic to the area. The assistance of an appropriately qualified Botanist/Horticulturist should be sought in developing this list;
- Procedures for watering the planted areas (frequency of watering, methodology proposed etc.);
- An indication of the monitoring procedures that will be put in place to ensure the successful establishment of the plants (duration and frequency of monitoring, proposed criteria for declaring rehabilitation as being successful); and
- Procedures for the prevention of the establishment and spread of alien invasive species.

5.42 Documentation and Records Management

The Contractor's EO will complete and maintain copies of all documents and records and ensure that these documents and records are kept up to date.

The Contractor's EO will submit these documents to the Transnet PER on a frequency as agreed to with the Transnet PER, except where documents have remained unchanged in which case written notification to this effect must be provided to the Transnet PER. The Contractor's EO must ensure that electronic copies of these documents are saved on the Transnet system.

Once the construction activities have been completed and the Transnet PER has conducted a site closure inspection and notified the Contractor that site closure will be granted, all documents described above must be handed over to Transnet after which a Site Closure Certificate will be issued by the Transnet Project Manager.

NOTE: All documents/records are to be retained, within the Transnet Document Control System, for a period of 10 years. In the event of environmental documentation/record being lost before receiving a Site Closure Certificate, the Contractor will be penalised according to the specifications laid down in the Contract.

6. RECORDS

Refer to CEM SOP.

7. ANNEXURES

None.

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1. Purpose

This standard outlines the documentation requirements that are to be implemented by the *Contractor* for the preparation, submission, receipt, review, and collection of Technical and (or) Deliverable Documentation, as detailed in the Contractor Documentation Schedule (CDS).

Contractor documentation is of the utmost importance for the in-house Engineering activities as the information contained in the *Contractor's* documentation interfaces with several other disciplines for the Engineering, e.g., Mechanical, Structural, Piping, Control and Instrumentation, Electrical, etc.

The supply of high quality documentation within the time required as defined in the '*Works Information*', Contractor Documentation Schedule (CDS), and *Contract* must be considered as one of the main objectives by the *Contractor*.

2. Scope

This scope defines the *Contractor's* responsibilities in terms of the preparation of all the *Contractor* Deliverables required for each *Contract*.

3. References

- ISO 9001:2000 - Quality Management Systems Requirements
- SANS 10111 - Code of Practice for Engineering Drawings
- SANS 10143 - Building Drawing Practice
- DOC-FAT-0001 - Contractor Documentation Schedule (CDS)
- DOC-FAT-0002 - Contractor Documentation Register (CDR)
- DOC-FAT-0003 - Contractor Review Label (CRL)
- DOC-FAT-0004 - Contractor Review Label (CRL) for drawings

4. Definitions / Abbreviations

4.1 Definitions

'As-Built' Document	Is a final record of what was actually installed / constructed according to the Fabrication / Construction *Contractor*, and includes all deviations or changes from the approved AFC document(s). As-Built document(s) are required to reflect the same degree of detail as the original document(s). As-Built document(s) shall be done by all *Contractors*.
Contract	Formal document evidencing agreement between *Employer* and *Contractor* for supply of on site or off site services (generic term used for Purchase Orders, Contracts and Service Orders in this Procedure).
Contractor	The party to a contract that provides services to the *Employer* (generic term used for Vendors, Suppliers, Contractors, Consultants, etc.).
Controlled Document	Any document where its revision and distribution are recorded to ensure that Project Team Members holding a copy of the document have the current revision, and will receive future revisions, subject to a formal review and approval process.
Documentation	Collective term used to describe drawings and documents, e.g., letters, faxes, drawings, specifications, reports, manuals, standards, publications, software, etc.
Document Control	The function that ensures systematic registration, distribution, retrieval, status reporting, and storage of revision controlled documentation, typically Technical and (or) Deliverable documentation.
Document Management	Is the over-arching term used to describe the management of documentation on a Project.
Employer	The party to a Contract or Purchase Order to whom the goods are supplied or for whom the work or services are performed. For this project Transnet Capital Projects is the *Employer.*
Employer's Documentation	Shall mean all documentation issued to *Contractors* by the Project.
Engineering Deliverables	Technical documentation generated by Engineering, i.e. drawings, drawing registers, Engineering Document Registers, calculations, requisitions, equipment lists, design specifications, etc.

'For Record' Document	A set of record drawings / documents conforming to the marked up prints, drawings and other data, handed over to the *Employer* as part of the Project Handover Procedure.
Master Document	The original wet signed (signature) document which is held by Project Office Document Control.
Native/Source Document	Original electronic file format of documentation.
Project Deliverables	Is any document, drawing, report, register, task, etc.
Project Manager	The Project Manager is appointed by the *Employer*, and his role is to manage the Contract for the *Employer*.
Squad Checking	The review of technical documentation by multiple Engineering disciplines in order to ensure co-ordination, communication and interface between the various disciplines; done in an area specifically allocated for the review of documentation; the process / activity is controlled by Document Control but the work is executed by the Engineering Team.
Tender Document	The formal document that expresses the terms, both Commercial and Technical, against which a Tenderer submits its Tender for Contracts.
Transmittal	Is documented evidence of the formal distribution of documentation to recipients which display Transmittal No., Title, Date, Issue Reason, Revision No. etc. It is evidence of distribution and receipt of documentation.
Uncontrolled Document	Any copy of a document where distribution is not required to be recorded, and that does not require revision control or formal review.
Working Document	The main working copy of an original document where proposed changes are recorded for incorporating into subsequent revisions.
'*Works Information*'	Shall refer to the *Works Information* as defined in the Contract

4.2 Abbreviations

AB	As-Built / Recorded Documentation

AFC	Approved For Construction
CDR	Contractor Documentation Register
CDS	Contractor Documentation Schedule
CRL	Contractor Review Label
DC	Document Control
DCIS	Document Control Instruction Sheet
EDMS	Electronic Document Management System
FN	Final
RE	Responsible Engineer

5. Responsibilities

5.1 *Contractor*

The *Contractor* is responsible for submitting all documentation, required by the Contract, via Document Control to the relevant *Project Manager*, to comply with the requirements of this standard.

The *Contractor* is responsible for setting up and maintaining his own internal Document Control Process to ensure traceability and accountability for all information submitted to the *Project Manager*, and all information issued to Sub-Contractors.

5.2 *Sub-Contractors*

The *Contractor* is responsible for providing the *Sub-Contractors* with all the relevant information, and for ensuring that the *Sub-Contractors* applies the Standard, and submit their data via the *Contractor* for formal submission to the *Project Manager*. (If the *Contractor* sub-contracts work, he is responsible for providing the Works as if he had not sub-contracted.)

6. Procedure

6.1 Documentation to be Submitted

6.1.1 Contractor Documentation Schedule (CDS) (DOC-FAT-0001)

The CDS states the Employer's requirements for:

- The document types to be submitted by the *Contractor* at various stages of the Contract
- The timing for documentation to be submitted by the Contractor
- The *Project Manager* completes the Contractor Documentation Schedule (CDS) and includes it with the Enquiry and Contract as an attachment / annexure to the 'Works Information' document. The *Contractor* submits documentation as required by the Contractor Documentation Schedule (CDS), within the time specified in the Contract All documentation shall be submitted according to the dates specified in the Contractor Documentation Schedule (CDS).

6.2 Contractor Documentation Register (CDR) (Annexure B)

The Contractor Documentation Register (CDR) is a list of documentation that the *Contractor* is to submit in accordance with the *Contract*. The *Contractor* is to use the Contractor Documentation Schedule (CDS) as the basis for developing the Contractor Documentation Register (CDR). The CDS is the minimum requirement, and the *Contractor* is still responsible to include all documentation on the CDR required for the successful completion of the contract even if no CDS has been included in the *Contract*.

The title of the documentation shall adequately define and describe the facility and equipment where applicable. The Contractor Documentation Register (CDR) must be submitted within 2 weeks of the *Contract* award date, unless otherwise indicated on the Contractor Documentation Schedule (CDS) or in the Contract. Once the Contractor Documentation Register (CDR) is submitted, the *Project Manager* in conjunction with Document Control assigns document numbers to each document. The Contractor Documentation Register (CDR) is reviewed and returned to the *Contractor* as defined elsewhere in this Standard. The *Contractor* is to use the exact document numbers and titles as provided and listed by the *Project Manager* on the Contractor Documentation Register (CDR), on each of the documents.

The Contractor Documentation Register (CDR) is a 'live' document that shall be updated and re-submitted by the *Contractor* on a regular basis to reflect any changes made, e.g., updated planned / actual submission dates or addition of new documents requiring new numbers. Changes to a row(s) of the register shall be highlighted in colour across the entire row(s).

The Contractor Documentation Register (CDR) shall be submitted in Excel (electronic format) as well as PDF format upon each submission to the Project, and shall also be submitted with the final documentation, unless otherwise agreed as per par 6.3.

The forecast and actual submission dates shall reflect the dates of the next issue of the documentation, and once this submission reaches conclusion the dates are to be updated to reflect the next issue, i.e., the as-built documentation submission dates.

6.3 Format in which Documentation is to be submitted

Although the aim of this Standard is to encourage all documentation to be managed and submitted electronically the *Contractor* can apply to the *Project Manager* to have these requirements changed to accept only paper copies of all documentation

6.4 Documentation Preparation Requirements

6.4.1 Quality

Documentation shall be of the highest quality to allow immediate and accurate use by the Project Manager, i.e., without any need for interpretation due to possible illegibility, or prints / copies of poor quality.

Any illegible or indecipherable drawings will be systematically rejected and returned to the *Contractor*, who shall in no case allege documentation being rejected and returned as a reason for any delay affecting delivery.

All documentation shall have sufficient borders for punching as required for filing purposes.

6.4.2 Standards and Codes

All documentation shall conform to the latest revisions of the following, i.e.,:-

- SANS 10111 - Code of Practice for Engineering Drawings, or
- SANS 10143 - Building Drawing Practice, or
- ISO 9001:2000 - Quality Management Systems Requirements

6.4.3 Language

All drawings and documents shall be in English.

6.4.4 Units and Dimensions

All units and dimensions on the *Contractor's* documentation shall be in SI units, unless otherwise specified.

6.4.5 Sizes of Documentation

6.4.5.1 Drawings

The following standard drawing sizes shall be used:

- A3 - 277 x 420mm
- A2 - 420 x 594mm
- A1 - 594 x 841mm
- A0 - 841 x 1189mm

Note:

- Drawings wider than A0 are not acceptable to the *Project Manager*
- Hard copy drawings shall be printed out at actual size, e.g., shall not print A1 size when drawing size is A0
- A4 drawings are prohibited unless issued as part of a document.

6.4.5.2 Other Documents

All the *Contractor's* documentation other than drawings shall be prepared on standard A3 or A4 size sheets suitable for insertion into an A4 (W71) hard-core binder (file).

All documentation shall have sufficient borders to allow for punching.

6.4.6 Documentation with Multiple Sheets

6.4.6.1 Drawings

If a series of drawings of a particular area is produced by the *Contractor* (e.g., loop diagrams which may have fifty (50) or more sheets) one sequential drawing number shall be used with a series of sheet numbers.

Where more than one sheet is used, the first sheet (numbered 01) shall incorporate an index for all the other sheets in the series, including their current revision status and date.

6.4.6.2 Documents

The *Contractor's* documents with several sheets (e.g., data sheets, reports, etc.) shall be compiled as sets, i.e., a multi sheet document identified as a single document with a single document number. Thus, each sheet is identified individually, e.g., "sheet 10 of 15" and all documents shall be numbered from page 2 onwards.

Each set shall include a Table of Contents and the identification data shall as a minimum contain the following, i.e., the document number, revision number, page number and continuation information shall appear on every page of the multiple page documents. The front sheet of each document shall be page 1; however the number or wording "page 1" is not shown on the first page.

6.4.7 Details Required on Documentation

Each drawing and document shall be identified with the following information, i.e.,:-

- Project Name and Number
- Contract Number or Purchase Order Number
- Equipment Tag Number(s) (if applicable)
- Manufacturer's model / type (if applicable)
- Official Name of *Contractor's* Company
- *Contractor's* Reference Number
- Project Document or Drawing Number
- Electronic File Name (identical to the *Employer's* Document or Drawing Number and not the *Contractor's* Document or Drawing Number)
- Identification and signature of Originator, Checker, Approver, PR Eng, etc.
- Complete Descriptive Title
- Revision

- Date

6.5 Electronic Documentation Requirements

No "Protection" or "password" will be placed on electronic files.

Electronic submissions shall conform to the minimum quality standard as listed below, i.e.,:-

- File Formats to be submitted
- All deliverables submitted by the *Contractor* must be supplied in the formats listed below, and be editable using the software listed in Table 1. Only exceptions that have prior approval from the *Project Manager* will be accepted. Software used shall be the latest generation, and where appropriate, shall be regularly upgraded**.**

Note:

All electronic documents shall be submitted in Adobe Acrobat (PDF) format and the 'Native' file shall be included at the final submission.

6.5.1 Table 1: Acceptable File Formats

Document Type	Description
Drawings	Native: Micro Station 2003 or later
	Published In: Adobe Acrobat (PDF) version 7 or later
Data Sheets (other than instrumentation)	Native: MS Excel 2003 or later
	Published In: Adobe Acrobat (PDF) version 7 or later
Data Sheets (Instrumentation)	Native: As per software used or as otherwise specified in Contract
	Published In: Adobe Acrobat (PDF) version 7 or later
Engineering Data Lists	Native: MS Excel 2003 or later
	Published In: Adobe Acrobat (PDF) version 7 or later
Calculation Outputs / Results	Native: As per software used or as otherwise specified in Contract
	Published In: Adobe Acrobat (PDF) version 7 or later
Document Viewers – Redlining	Adobe Acrobat v7 minimum with "Comments" enabled
All Reports	Native: MS Word 2003 or later
	Published In: Adobe Acrobat (PDF) version 7 or later
Report supporting Data including: Calculations, Charts,	Native: As per software used or as otherwise specified in Contract

Graphs, Indexes, etc.	Published In: Adobe Acrobat (PDF) version 7 or later
Manuals	Native: MS Word 2003 or later
	Published In: Adobe Acrobat (PDF) version 7 or later
General Documents	Native: MS Word 2003 or later
	Published In: Adobe Acrobat (PDF) version 7 or later
Presentations	Native: MS PowerPoint 2003 or later
	Published In: Adobe Acrobat (PDF) version 7 or later
Colour Photographs / Scanned Images	Native File format: JPG Compression level 1%
Graphic Imagery	Published images in: TIF uncompressed or WMF
	Native image format: Corel Draw 7 CDR file
	Adobe Photoshop 7.0 PSD
	PowerPoint 2000 PPT file
Project Schedules	Native: Primavera P6 (preferred)
	Native: MS Project
	Published In: Adobe Acrobat (PDF) version 7 or later
Databases (preferred)	MS SQL Server 2000
Databases (non-preferred)	ODBC compliant
	Microsoft Access 2003
Data Compression	Software: WinZip 8.0
Other General Project Data	Native: Microsoft Office 2003 application or later
	Published In: Adobe Acrobat (PDF) version 7 or later

6.5.1.1 Native File

Native files shall be clean of all extraneous fonts, formats and styles to ensure inadvertent reformatting and format adjustments or difficulties that do not eventuate in downstream handling of documents.

6.5.1.2 Adobe Acrobat (.PDF) Files

PDF files shall be of a high quality and without dark background shading as definition may otherwise become lost.

The quality of Adobe Acrobat (.PDF) files shall be such that a hardcopy of a laser printed A1 Adobe Acrobat (.PDF) drawing can clearly be read in A3 size. Similarly A3 and A4

Adobe Acrobat (.PDF) file quality shall be such that hardcopy of a laser printed A3 or A4 Adobe Acrobat (.PDF) document can clearly be read in A4 size.

The Contractor shall physically test and confirm this prior to transmitting Adobe files.

PDF files shall be saved as "Reader Extent" to make provision for the use of electronic signatures.

PDF files shall be "Optimized" to improve Quality and then "Reduce File Size" through Adobe.

6.5.1.3 Databases

Databases shall be presented in compatible format on CD Rom as specified in Table 1. Multi format documents (created from several files) shall be combined and submitted as a single Adobe Acrobat (.PDF) file.

6.5.1.4 Drawing Files

These shall be submitted in Adobe Acrobat (.PDF) and the 'Native' file format shall be submitted on the final submission unless otherwise specified. 'Native' files shall include reference / border files, etc.

A single file shall be submitted per document, i.e., under no circumstances shall different drawings with different numbers appear on one sheet under one file name, nor shall a drawing with multiple sheets be saved into one electronic file.

All CAD drawings shall be contained in one single merge file, any form of ex Ref or Reference File will not be accepted.

6.5.1.5 Sketches

These shall be A3 or A4 size scanned as Adobe Acrobat (.PDF) file.

6.5.1.6 Text Documents

Each page of a single document shall be collated into one file. (The "wet" signature Contractor Review Label (CRL) coversheet, where required, is inserted at the beginning of the document prior to review).

6.5.1.7 Tables / Diagrams

These shall be A4 and A3 size only.

6.5.1.8 Reports

Reports containing Word, Excel, DGN, DWG, brochures, etc., shall be compiled as one Adobe Acrobat (.PDF) file.

Note:

Original colour hardcopies shall be scanned in colour to ensure all details of paper documents.

6.5.1.9 Photo's / Video's

Prints should be submitted of conventional photographs or prints and digital files of electronic images, or as specified by the Project Manager.

6.5.2 Security

Files shall be clear of known viruses and extraneous (irrelevant) macro's. The *Contractor* shall at all times have the latest generation of virus protection software. The *Contractor* shall ensure appropriate security systems are in place to prevent unauthorized electronic distributions and (or) unauthorized editing or manipulation of electronic files.

6.5.3 Scanning Requirements

Where possible 'native' files shall be converted to PDF rather than scanned from hardcopy.

Where this cannot be done all drawings and documents shall be manually scanned black and white except where colour image and fonts are required or necessary.

The settings below should be adhered to where possible and may vary depending on scanning software used. Where images rendered with these settings are unreadable, operators shall use their discretion, and adjust colour depth and resolution accordingly.

6.5.3.1 Scan Settings

- Resolution:-

  Black and White - 200 dpi

  Colour - 100 dpi

  Fine Line Drawings - 300 dpi

- Image Type:-

  Black and White - 1 Bit

  Colour Line Drawings - 8 Bit (256 colours) minimum

  Colour photos and rendered images - 24 Bit

  Use automatic threshold to determine the white and black points

- Other Criteria to Adhere to:-

  Rotate to correct reading (i.e., viewable at correct orientation)

  De-skew (i.e., straighten if on a slant)

De-speckle (i.e., remove background dirt)

Optimized (i.e., reduce file size)

Note:

When a scanned drawing is printed to be re-scanned, subsequent to, e.g., mark-ups or signatures, then it shall be scanned at a setting of 400 dpi.

6.6 Documentation Numbering

Once the Contractor Documentation Register (CDR) has been submitted by the *Contractor*, Document Control will allocate the *Employer's* documentation numbers on the Contractor Documentation Register (CDR) and return it to the *Contractor*.

A unique sequence number is allocated to each document and remains the same for each submittal of that specific document.

The *Contractor* shall use the *Employer's* document numbers and titles exactly as per the Contractor Documentation Register (CDR) on all documentation submitted.

Electronic file names for all documentation shall be exactly as per the *Employer's* documentation numbers, including the revision number.

7. Revising Documentation

All documentation carries a revision block, which must be completed in full before submitting to the *Project Manager*, and typically denotes the following:-

- NO. - Revision Number, e.g., 00, 01, etc.
- DESCRIPTION - Describes the status, e.g., Issued for Tender and a brief description of the changes made.
- BY - Person responsible for revising the document
- CHK'D - Person responsible for checking the revised document
- APP'D - Person responsible for approving the revised document
- DATE - Date of the revised document

7.1 Revision Notes

The revision block should record each change in revision with a brief but specific description of the changes made.

Terms such as "Minor Revision" or "General Revisions" shall be avoided in favour of a more specific notation.

More than one line may be used but only the revision number and date together with the relevant initials shall appear in the top line.

7.2 Indicating Revisions

Revisions shall be clearly identified by placing a revision triangle with the correct revision number in the right hand column in the case of documents, and is adjacent to the area on the document that has been changed.

All revisions made on drawings shall be enclosed by a cloud except in cases where to add a cloud detracts from the readability of the drawing. At subsequent revisions all clouds and revision triangles from the previous formal revision shall be removed from the drawing.

7.3 As-Built / Final Revisions

Should documentation require changes upon completion of Construction, it shall be revised to an "As-Built" status, as well as bear the wording "Certified As-Built", which is indicated in the revision block of the documentation.

Should documentation not require any changes upon completion of Construction, it shall be revised to a "Final" status, as well as bear the wording "Certified Final", which is indicated in the revision block of the documentation.

8. Documentation Submission

8.1 Documentation Submission Format

All documentation shall be submitted under cover of a *Contractor's* Transmittal Note.

8.2 Electronic Transmission

The Contractor Documentation Schedule (CDS) defines which documentation shall be transmitted electronically. All electronic documentation shall be transmitted on CD ROM unless otherwise agreed as per Par 6.3.

Documentation submitted on CD ROM shall be contained in a zip file with the Transmittal Note enclosed.

Note:

In the event of documentation required urgently and the *Contractor* is not able to submit a CD ROM and (or) hard copy format timeously, then e-mail transmission may take place (but in extreme cases only)

Per e-mail - the file size may not exceed 5 MB and the Transmittal Note shall be attached.

The *Contractor* is still required to submit the relevant CD ROM to Document Control without delay.

When sending an e-mail the *Contractor* shall ensure that the subject field of the e-mail is completed as follows, i.e.,:

- Contract Number – *Contractor's* Transmittal Number and Description of documentation transmitted.

8.3 Hard Copy Transmission

Documentation shall be submitted in printed hard copy format unless otherwise stated on the Contractor Documentation Schedule (CDS).

8.4 Transmittal Notes (Annexure A)

All documentation shall be submitted under cover of the *Contractor's* Transmittal Note indicating all *Contract* references (i.e., Project No, *Contract* No, etc.), Project Documentation Number(s), Revision Number, Title and Chronological listing of transmitted documentation.

The *Contractor's* Transmittal Note shall state the purpose / issue reason of the documentation submission.

Documentation for different purposes must be sent on separate *Contractor* Transmittal Notes. The *Contractor* shall note that documentation will be rejected if this requirement is not met.

The *Contractor* Transmittal shall be signed, date stamped and returned to the *Contractor* by Document Control.

8.5 Formats and Quantities of Documentation

The required number of copies and formats of documents / drawings shall be specified in the Contractor Documentation Schedule (CDS).

A typical example of quantities and formats would be as follows:-

- Pre-Construction – Hard copy and PDF (to be specified in 'CDS')
- Construction – Hard copy and PDF (to be specified in 'CDS')
- As-Built – Red Lined – Hard copies (Normally 3 off) (to be specified in CDS')
- Certified As-Built / Final – Hard copies (full size) and CD ROMs containing PDF and 'Native' file formats (to be specified in 'CDS')

8.6 Address for Submission

The address of submission will be as specified in the *Contract* and all submissions will be identified with the Contract Number, and the responsible *Project Manager*. All deliveries will be made to Document Control who will distribute the documentation to the relevant *Project Manager*.

9. Review and Acceptance of *Contractor* Documentation

The *Contractor* submits documentation as the *Contract* requires to the *Project Manager* via Document Control for review and acceptance.

9.1 Contractor Review Label (CRL)

The purpose of the Contractor Review Label (CRL) is for the *Project Manager* to assign a review code to the reviewed documentation denoting the status of the documentation after consolidation of comments. The Contractor Review Label (CRL) is to be inserted by the *Contractor* as follows:-

9.1.1 First Submission of Documentation

The first revision is revision '0', with subsequent revisions '1', '2', '3', etc.

9.1.2 Review of Documentation

Acceptance of documentation by the Project will in no way relieve the *Contractor* of their responsibility for the correctness of information, or conformance with the requirements. This responsibility rests solely with the *Contractor*.

Once documentation has been reviewed by the Project, all comments are consolidated and a review code is assigned on the Contractor Review Label (CRL) to the original reviewed / marked-up drawing / document by the *Project Manager*.

9.1.2.1 Review Codes for Contractor Documentation

The Review Code resulting from the review is as follows, i.e.,:-

- Code C1 – Accepted

  The *Contractor's* design / submission of documentation is accepted and the *Contractor* only needs re-submit documentation only if major changes have been made. The next submission will be the for Approval of "Redline" and / or "Final " documentation.

- Code C2 – Accepted with Comments. Revise and Resubmit

  In the event that the Project returns documentation with comments noted, the *Contractor* shall, within the '*period of reply'* as defined in the *Contract Data*, make the required changes and submit the revised documentation for further review on the next revision.

- Code C3 – Not Accepted. Revise and Resubmit for Review

  In the event that the Project returns documentation with "Not Accepted, Revise and Re-submit" the *Contractor* , within the '*period of reply'*, make the required changes and re-submit the revised documentation on a new revision for further review. Should these revisions necessitate changes in other related documentation, the *Contractor* shall make the appropriate changes and re-submit all the revised related documentation for further review. The *Contractor* shall not proceed with any activities controlled by the *Contractor's* documentation until it has been re-submitted and acceptance indicated.

  The *Contractor* revises and re-submits documentation but on the next revision until a review code 'C1' is achieved. This review process shall not entitle the *Contractor* to submit any claims due to time loss.

- Code C4 – Review Not Required

  Documentation signed at "Code C4" level is considered to be for information only and does not require further submission, and shall not be returned to the *Contractor*. However, Document Control shall issue a Transmittal only to the *Contractor* in this regard as notification.

9.1.2.2 Return of Reviewed Documentation

The original reviewed / marked-up drawing / document is scanned to PDF format and a copy is returned to the *Contractor* indicating the *Project Manager's* further instructions.

Return of the reviewed documentation is either in hard copy format, in which case the original reviewed / marked-up drawing / document is returned, or on CD.

Contractors will be advised by e-mail or fax (accompanied by a copy of the Project's Transmittal Note) that documentation is available for their collection.

9.1.3 Review Period

The *Contractor* shall allow the *Project Manager* the *'period of reply'* to review and respond to the *Contractor's* submission of documentation, i.e., from time of receipt by the *Project Manager* to the time of dispatch by the *Project Manager*. However, work shall proceed without delay in the event of late return of the documentation by the *Project Manager* with prior notification in writing by the *Contractor*.

9.1.4 Revised Documentation

On receipt of the reviewed documentation the *Contractor* shall make any modifications requested / marked-up and re-submit the revised documentation within *'the period of reply'* on the Contractor Documentation Schedule (CDS). Queries regarding comments / changes should be addressed with the *Project Manager* prior to re-submittal.

Any re-submittals, which have not included the changes / comments identified, will be marked with the applicable review code and returned to the *Contractor* to be corrected and re-submitted. The *Contractor* shall re-issue the revised documentation incorporating all comments on a new revision and other specified details not included in the previous issue within *'the period of reply'* of receipt of the marked-up documentation.

All revised data shall be submitted in its entirety and shall reflect the revision control numbers, and shall also indicate which documentation the revised documentation supersedes, if applicable.

In the case of drawings every sheet has its own revision number and is revised as an individual document.

In the case of documents all sheets under cover of one document number shall be under the same revision number and be re-submitted, even if the revision is a minor one.

10. As-Built / Final Documentation

This is Certified 'As-Built / Final Accepted' documentation or documentation for which no further review is required. The final documentation shall form part of the final *Contractor* Manual(s) or Data Packs

Contractors shall provide the 'As-Built' documentation that form part of the Operating, Instruction and Maintenance Manuals that were issued and accepted prior to 'As-Built' conditions for inclusion in these types of manuals by the *Project Manager*.

10.1 Definition of Final and As-Built Status of Documentation

10.1.1 "Final" Documentation

This applies to "As Manufactured and Delivered to Site".

Documentation submitted subsequently by the *Contractor* once "Final" status is reached shall be indicated as such in the Revision Notes Block as "Final" and shall also reflect the New Revision Number on the document in the revision block provided.

10.1.2 "As-Built" Documentation

This applies to "As Constructed or As Installed".

The Contractor Documentation Schedule (CDS) shall indicate the documents which are to be brought to "As-Built" status, and must be submitted only after practical completion when the documentation qualifies for "As-Built" status, and the period after completion by which they must be finalized.

10.2 Preparation of As-Built Documents

10.2.1 Transnet Capital Projects Documents

The *Contractor* responsible for completing the construction / installation works shall prepare three (3) marked up hard copies of the applicable documents to represent the As-Built condition(s). The mark-ups shall be in RED pencil or pen and be complete and accurate.

Once prepared the As-Built mark-up documentation is transmitted to Transnet Capital Projects for updating of the original design documentation.

Documents / drawings updated with information known by the *Project Manager* and as provided by *Contractors* at the completion of their *Contracts* is utilized by the *Project Manager* to update Engineering Deliverables / drawings to this status, i.e., "For Record Purposes".

Note:

File naming convention on drawings / documents shall be in accordance with the Project numbers assigned on the Contractor Documentation Register (CDR).

10.2.2 Design, Supply and Install Contractor Documents

Contractors responsible for the design, supply and installation of equipment are responsible for producing As-Builts of their own documentation.

The *Contractor* shall prepare three (3) marked up hard copies of the applicable documents to represent the As-Built condition(s). The mark-ups shall be in RED pencil or pen and be complete and accurate.

Once prepared the As-Built mark-up documentation is transmitted to the *Project Manager* for Approval through the normal process. Once approved C1 the *Contractor* can proceed to update his drawings and submit as part of the final package

The mark-ups are returned to the *Contractor* so that they can produce the As-Built revisions.

11. Installation, Maintenance and Operating Manuals and Data Books

These shall be supplied by the *Contractor* as manuals in an A4 hard covered, red, grease and waterproof binder using two (2) ring type binders.

Drawings and charts larger than A4 shall be folded and those greater than A3 shall be enclosed in an A4 plastic pocket of adequate strength.

Manuals shall be well indexed and user friendly. Manuals shall include a summarized Table of Contents and in manuals comprising a number of files / volumes there should be one summarized Table of Contents in each of the files / volumes. The draft Table of Contents shall be submitted for review to the Project Manager prior to the compilation and official submittal of the manuals. The technical content of manuals shall be specified by the *Project Manager.*

The originals of all brochures shall be issued to the *Project Manager*. When a general brochure is applicable to a range of equipment, then the specific item, catalogue number or model number shall be stated, which is best achieved by introducing a separate index page, which cross-references the specific item to a tag number.

The address, phone numbers, fax numbers and reference numbers of all *Sub-Contractors* shall be provided.

Where manuals include drawings that still need to be revised to “As-Built” status, and such manuals are required prior to ‘As-Built’ status, the manual will not be considered to be in its final form until the “As-Built” version of each such drawing has been incorporated.

The required number of copies of the manual(s) shall be as specified by the *Project Manager* and submitted per type or model number of equipment included in the contract, or as specified by the *Project Manager*.

A typical example of what the binder / file(s) shall be marked with on the spine and the front cover is as follows: -

- Project Name
- Manual Title, e.g., Installation, Maintenance and Operating Manual
- FBS No. and Title
- Manual Numbering (e.g., Volume 1 of 2, etc.)
- Contract Number
- Contractor Name

12. Cancelling and Superseding Documentation

The Document Control Procedure for cancelling and superseding is as follows:-

12.1 Superseding

If the document / drawing has been transmitted anywhere and is to be replaced by a different document number / drawing number, then it is superseded. The superseded item should go up a revision and always have the new drawing or document number written across it, as the normal practice.

The Document Controller is to check that this has been done on the drawing or document, and the revision title block should be preceded with:-

- e.g. "SUPERSEDED by 222057-2-211-M-GA-0030 …."

12.2 Cancelling

If the item is to be cancelled, it means the item has been previously transmitted and it is not being replaced by another drawing number / document number. In this case the Document Controller should check that the revision has gone up, the word “CANCELLED” is written across the drawing / document and the word "CANCELLED" is placed at the beginning of the revision title block

13. Records

All documents generated in terms of this standard are to be retained by Transnet Capital Projects as records in accordance with the requirements of Project Procedure DOC-P-0013.

Note: If hardcopy, check electronic system for latest revision

Annexure A – Typical Transmittal Note

TRANSNET

Document Transmittal Note

TO :		DATE :	
LOCATION :		FROM :	DOCUMENT CONTROL
ATTENTION :		ORIGINATOR :	
		PROJECT No :	
		TRANSMITTAL NO. :	

PURPOSE OF ISSUE *(indicate with an "X" in the appropriate block)*

☐ APPROVED FOR CONSTRUCTION	☐ FOR APPROVAL	☐ AS - BUILT
☐ APPROVED FOR DESIGN	☐ FOR INFORMATION ONLY	☐ FINAL HANDOVER
☐ FOR TENDER PURPOSES / ENQUIRY	☐ FOR REVIEW / COMMENTS	☐ OTHER (please specify)
☐ FOR CONTRACT / PURCHASE / SERVICES	☐ RETURN OF DOCUMENTATION	

ADDITIONAL REMARKS BY ORIGINATOR *(if applicable)*

DOCUMENT NUMBER	REV.	DESCRIPTION	COPY QTY	FORMAT E or H

DISTRIBUTION :

NAME

E = Electronic
H = Hardcopy

Sent by : _____ Received by : _____ Date : _____

Signature : _____ Signature : _____

PLEASE CONFIRM RECEIPT BY SIGNING ONE COPY OF THE TRANSMITTAL AND RETURN TO DOCUMENT CONTROL AS SOON AS POSSIBLE

DOC-TMP-0003 Rev.02

Note: If hardcopy, check electronic system for latest revision

Annexure B – Typical Example of CDR (can be supplied electronically)

TRANSNET CAPITAL PROJECTS

Project Number:_____

Contract Number: _____

Register Document Number: _____

TCP Document Number	Document Title (Description)	Contractor's Document number	Rev	Forcasted Submission date	Actual Submission Date	For-mat	Reason for Issue

DOC-FAT-0002.xls 1

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STRUCTURAL STEELWORK **SPECIFICATION HE9/2/6 [Version 9] February 2005**

1. SCOPE

1.1. This specification covers TPT's requirements for the design, manufacture and erection of structural steelwork for dynamic structures like cranes, including associated components.

2. GOVERNING CODES AND STANDARDS

ANSI/AWS D1.1: Structural Welding Code – Steel

BS-EN 287 Part 1: Approval testing of welders/fusion welding

BS EN ISO 15614-1:2004+A2:2012 Specification and qualification of welding procedures for metallic materials. Welding procedure test Arc and gas welding of steels and arc welding of nickel and nickel alloys

BS EN 1011-2:2001 Welding. Recommendations for welding of metallic materials Arc welding of ferritic steels

BS EN 10025 Hot rolled products of structural steels

BS 2573: Part 1: Classification, stress calculations and design of structures

BS EN ISO 17640:2010 Non-destructive testing of welds. Ultrasonic testing. Techniques, testing levels, and assessment

BS EN ISO 17636-2:2013 Non-destructive testing of welds. Radiographic testing X- and gamma-ray techniques with digital detectors

DIN 1026	Metric channels
ISO R657	Angles
BS EN 14399-7:2007	High-strength structural bolting assemblies
BS EN ISO 898-1:2013	Mechanical properties of fasteners made of carbon steel and alloy steel Bolts, screws and studs with specified property classes. Coarse thread and fine pitch thread
BS 3692:2001	ISO metric precision hexagon bolts, screws and nuts. Specification
BS 4620:1970	Specification for rivets for general engineering purposes

3. STRUCTURAL STEELWORK

3.1. The design of all structural steelwork shall be such as to provide a robust and rigid structure requiring the minimum of maintenance and providing a long service life.

3.2. In the design of steel structures, due cognisance shall be taken of environmental and wind load conditions as specified in the main specification.

3.3. Due to the highly corrosive conditions experienced in Transnet Port Terminals, the permissible stresses shall not exceed those set out in British Standard No. 2573 or other applicable standard as agreed with TPT. The minimum thickness of steel for load bearing members shall be 15mm for gussets, 10mm for angles, tees, plates and flats and 9mm for webs of channels and joists. Punching of holes over and above that permitted in BS 2573, shall not be permitted. Other structural steel shall be of not less than 6 mm thickness.

3.4. The design of mobile structures shall be such that the induced von Mises stress (effective stress in triaxial loading) will not exceed 90% of the elastic limit strength of the steel when the equipment is travelling at maximum speed and colliding with either other stationary equipment or fixed stop blocks. In calculating von Mises stresses, due cognisance must be taken of stress concentrations. If the elastic limit strength of the steel is not known, it will be determined by using a 0, 2% strain offset on the stress-strain curve of the material.

3.5. Where applicable, the design may be in bolted, riveted or welded box construction except that no site welding will be permitted in the final erection at the port except with the approval of TPT's Engineer.

3.5.1. Alternatively, a welded hollow section lattice type structure will be acceptable, subject to the following requirements:

3.5.1.1. The members must be structural sections manufactured from grade S275J0 weldable structural steel complying with BS EN 10025, or better... The hollow sections can either be seamless for all sizes or welded for sizes above 114.3mm outside diameter.

3.5.1.2. Tube wall thickness must not be less than 6mm.

3.5.1.3. All joints must be completely seal welded in accordance with BS EN 1011-2:2001. Special care must be taken to prevent the ingress of moisture into hollow section members by ensuring that each member is airtight. TPT reserve the right to request evidence of airtightness.

3.5.1.4. Bolted or screwed attachments which require drilled holes through a hollow section will not be permitted, unless a welded sleeve. Passing through the complete section, is used.

3.5.1.5. Non-hollow structural sections and plate used on the structure, in conjunction with the hollow section framework, must comply with the relevant requirements of this specification.

3.6. All steel sections shall be manufactured in accordance with the following standards: -

Weldable structural steel:	BS EN 10025
I and H sections:	BS 4 Part 1
Metric channels:	DIN 1026
Structural steel, hot rolled sections:	BS 4 Part 1
Angles:	ISO - R657
Hot finished hollow sections:	BS EN 10210-2
Cold formed sections:	BS EN 10219-2
Forgings:	BS EN 10250-2
Steel castings:	BS EN 10293
Cast iron:	BS EN 1561

3.7. All steel plates and rolled steel sections used in the construction of the structures shall be of steel made by the open hearth process (acid or

basic) and shall comply in every respect with BS EN 10025 quality Structural Steel for Bridges and General Building Construction, Grade S275JR or Grade S355JR. That is, the percentage of phosphorous and sulphur shall not exceed 0, 06.

3.7.1. The above is laid down as a standard, but tenders will also be considered for rolled steel not conforming strictly to the above standard provided an internationally recognised alternative is proposed and accepted. Full particulars of the guaranteed properties of the steel tendered for should in this case be furnished, i.e. chemical composition, tensile strength, yield point, reduction in area, bend tests, etc.

3.7.2. All welded steel must have a maximum Carbon equivalence (CEV) of 0.41

3.8. Forgings and drop forgings shall be free from flaws and surface defects of any kind and be accurately finished to the prescribed dimensions.

3.9. Steel castings shall be sound, clean and free from all defects and distortion of any kind and should, except where otherwise specified, conform with the conditions and tests specified in BS EN 10293, ~~for~~ according to requirements. They shall be thoroughly annealed and all working parts and bearing surfaces shall be machined and turned accurately with correct finish.

3.10. Cast iron used throughout must be close grained, tough and free from all defects, and shall conform with the conditions and tests specified in BS EN 1561 according to requirements.

This applies to functional components only. A lower grade is acceptable for portal and machinery house ballast. Tenderers to state grade of cast iron proposed.

3.11. The dimensional and out-of-square tolerance as specified in the above Standards shall also apply to built-up components. Edge preparations, welding techniques, straight beds and material fit-up shall be considered when welded joints are designed.

3.12. The shape of all members and connections must allow easy accessibility for maintenance painting of all surfaces. No members shall comprise a double member which cannot be painted and maintained.

3.13. Structural details must be so designed as to eliminate or seal off any cavities or pockets where water or condensation could collect and promote corrosion. <u>Horizontal members with upstanding flanges require special drainage</u>.

3.14. All hollow sections shall be completely closed and airtight, and all welding is to be of such size and quality as to ensure complete airtightness. No tapping or drilling of holes into sealed sections will be permitted.

4. WELDING

4.1. All the provisions of BS EN 1011-2 shall be complied with as far as applicable.

4.2. Design of weld joints shall be such that crevices, overlaps, pockets, arc strikes and dead ends do not exist.

4.3. All joints shall be completely seal welded in accordance with BS EN 1011-2:2001. Special care must be taken to prevent the ingress of moisture into the tubular members by ensuring that each such tubular member is airtight. “Stitch” welding will only be permitted inside sealed sections. Otherwise only continuous welding will be accepted.

4.4. Weld cracks, undercut, or pock marks will not be accepted.

4.5. All welds on the load bearing frame structure, containers, piping, pipe line flanges, etc., shall be continuous and shall be visually inspected for cracks and other discontinuities.

4.6. Welds on the main chords must be tested ultrasonically in accordance with BS EN ISO 17640 or X-rayed in accordance with BS EN ISO 17636-2 and those on minor joints by the dye-penetrant or Magnetic Particle methods. The equipment required for these tests must be supplied by the Contractor and the testing done at his cost.

4.7. Steel, except in minor details, which has been partially heated, shall be properly annealed. (Electrically welded structural members accepted.)

4.8. All brackets, clamps, lugs, straps, suspenders, etc. required for attaching mechanical and electrical equipment must be welded on prior to erection and special precautions must be taken not to damage welds or puncture tubes during erection.

4.9. The welding of all rails shall be done by an approved method.

4.10. Welding shall only be carried out by a coded welder according to BS-EN 287 Part 1 and procedures to BS EN ISO 15614-1 or ANSI/AWS D1.1.

4.11. All parts to be welded shall be thoroughly cleaned and dried before welding. The welding will only be done in dry surroundings and all steps taken to prevent hydrogen embrittlement.

4.12. Where materials of different compositions are joined by welding, especially carbon steel to chrome steel, the filler welding method and post welding treatment shall be such that embrittlement and other degradation of both steel and filler are prevented.

4.13. It must be ensured that welded joints are ductile.

5. FASTENERS

5.1. All bolts, nuts and rivets shall be manufactured in accordance with the following standards (or internationally recognised equivalents): -

Precision bolts and nuts Grades 4.6 8, 8: & 10.9 BS EN ISO 898-1

Friction Grip Bolts and nuts Grade General: EN 14399-7

Rivets: BS 4620:1970

5.2. All fasteners (excluding friction grip) shall be hot dipped galvanised (and their nuts and washers), structural rivets and Huck Bolts.

5.2.1. All holding down bolts and nuts and brackets, as well as all fixing bolts, washers, studs and nuts, less than 12mm diameter shall be of stainless steel. Fixing rivets shall be of either stainless steel or brass.

5.3. Bolts and setscrews shall be locked in an approved manner and shall not be stressed in tightening to beyond the recommended loads.

5.4. The quality of friction grip bolts, nuts and washers, bolt lengths, sizes of holes, tightening standards, surface condition of clamped components, shop and site assembling and acceptance inspection of friction grip joints shall comply with the latest edition of BS EN 14399-7.

5.5. Certificates shall be supplied for all bolts of grade 8.8 and 10.9.

5.6. All bolt and rivet holes must be accurate to size and location, the centres of holes shall not be placed nearer the edge of a plate than 1, 5 diameters with an extra allowance of 3mm for sheared edges. All holes in the structural work shall be drilled or otherwise punched to a diameter not exceeding 1,5mm less than the diameter of the finished hole on the die side, and afterward reamed out to the exact size

Where possible the adjoining parts forming a connection shall be drilled or reamed together, with holes not exceeding 1, 5 mm diameter greater than the rivet or bolt for which it is made. No rough or broken edge shall be left around any of the holes.

5.7. For turned and fitted bolts, the holes shall be accurately drilled or reamed, the diameter of the hole shall not exceed the finished diameter of the bolt by more than 0,25mm.

5.8. The holes, after assembly of the parts, shall be true throughout the thickness of all the parts and perpendicular to the axis of the member.

5.9. Rivets shall be cup-headed or countersunk as required, unless otherwise specified. No rivet head shall contain less metal than does a length of the rivet equal to 1, 25 times its diameter. All loose and defective rivets shall be cut and replaced by sound ones; also others when required for the purpose of examining the work. Rivets shall be

driven with pressure tools whenever possible and pneumatic hammers shall be used in preference to hand driving.

5.10. All field rivets must be supplied with shanks of suitable length for pneumatic riveting.

5.11. Bolts shall be of such length as to accommodate a full nut and washer when tightening up, and protrude a minimum of two thread pitches beyond the nut. Excessive projection of threads beyond the nut must be avoided. Bolts that are flush or under top of nut are not acceptable.

5.12. All bolts having countersunk heads shall have strong feathers forged on the neck and head to prevent turning and the bolt holes shall be cut to receive same. All nuts and bolts (excluding countersunk bolts) shall be furnished with circular washers of sufficient thickness, the outside diameter being at least twice the nominal diameter of the bolt, and washers fitted correctly.

5.13. Where bolt heads or nuts are seated on bevelled surfaces of beams or channel flanges, appropriate bevelled washers must be inserted.

6. JOINTS AND MATING SURFACES OF MEMBERS

6.1. Mating surfaces of members to be joined by high tensile steel bolts in friction grip shall be cleaned and primed as specified for the rest of the steelwork. Mating surfaces shall lay flat against each other to eliminate gaps which may allow ingress of water. After joining, the edges shall be sealed with an approved brand of Butyl/ Rubber sealing compound by means of a suitable caulking gun, or shall be seal welded.

6.2. Other joints shall be formed by one of the following methods:

6.2.1. The mating surfaces of members shall be blast cleaned, primed and protected prior to sub-assembly by the liberal application of caulking compound. While the compound is still wet, the members shall be bolted together and caulking compound which is squeezed out shall be completely removed.

6.2.2. The mating surfaces shall be protected with the full corrosion protection system as specified, the surfaces joined together and the joint so formed shall be sealed with butyl rubber sealer.

6.2.3. After being cleaned and primed the surface shall be joined together and the joint so formed shall be seal welded.

6.3. The primer coating on mating surfaces must be applied not more than 4 hours after cleaning and the edges must be sealed within 3 weeks of assembly of the part.

7. FABRICATED PARTS

7.1. All fabricated parts shall be properly fitted during assembly to result in properly aligned equipment having a neat appearance. Fabrications of load bearing members shall have no abrupt changes in cross section and regions of severe stress concentration. All sharp corners accessible by personnel during erection or operation shall be ground, rounded, or removed by other methods. Burrs, welding spatter and stubs of welding wire shall be removed.

8. BALLAST OR COUNTER MASS

8.1. Tenderers must include for the supply of all necessary ballast or counter mass.

8.2. These must preferably be of cast iron and be removable for maintenance of structural steelwork.

8.3. Concrete ballast is not recommended but will be accepted provided the Tenderer satisfies TPT that it will not cause corrosion of any steel parts.

8.4. Fastenings used for removable pieces must be of non-corrosive material.

8.5. Ballast must be in suitable shapes to be secured in position against movement but in sizes easily removable for maintenance.

8.6. Lifting hooks or eyes of non-corrosive material and of adequate strength must be provided in the removable ballast pieces.

8.7. Concrete ballast must be reinforced so as to prevent cracking or breaking, and must be coated with an approved corrosion protection system for concrete.

9. STAIRS, LADDERS, PLATFORMS AND WALKWAYS

9.1. Platforms, stairways, walkways, hatches and ladders, shall be provided where necessary to give easy access to all parts of the equipment for inspection, maintenance and lubrication purposes (including the insides of all box sections if inspection covers are provided).

9.2. All access shall comply with the requirements of BS EN ISO 14122 (Safety of Machinery – Permanent means of access to machinery)

9.3. The hand rails and ladders shall be complete with stanchions, knee rails, back hoops, mounting brackets etc. and shall be manufactured in sections which are hot-dipped galvanized and painted and bolted onto the structure.

9.3.1. The handrail shall have a minimum diameter of 25mm and shall not be less 1100 mm above the platform level. Toe boards shall not be less than 150mm high.

9.4. Stairs shall be inclined no more than 45° to the horizontal and shall be broken at suitable intervals by platforms.

9.5. Stairs and walkways shall not be less than 700 mm wide and working areas around drives etc. shall be of sufficient size to allow for ease of maintenance.

9.6. Vertical ladders must be provided with back hoops.

9.7. Trap doors and hatches must be of light, but robust, construction, suitably hinged with stainless steel hinges and provided with a catch to keep them in the open position, if necessary. Trap door openings are to be protected by means of toe boards and removable handrails.

9.8. All external platforms, stair treads and walkways shall be hot dipped galvanised open grating construction, similar to Andrew Mentis "Rectagrid" type RS40 to allow for free drainage and avoid the accumulation of water and dust. Bearer bar thickness shall not be less than 4, 5 mm. The top surface shall provide for adequate grip to avoid underfoot slipping.

9.9. TPT's prior approval is required for all external platforms and walkways where open grating cannot be used. This will only be permitted where the primary purpose of the walkway/platform is for maintenance purposes. All such surfaces are to be provided with a non slip surface coating.

9.10. No obstructions or sudden changes in levels will be permitted on walkways.

10. MACHINERY AND ELECTRICAL HOUSES AND OPERATOR'S CABINS

10.1. Where required, separate, self contained fully weather proof machinery and electrical houses as well as operators cabins shall be provided. The houses shall be of the steel framed metal clad type, and shall allow ample space and strength for all equipment and control panels housed therein, permitting unrestricted access to all equipment for routine service and maintenance. Headroom shall not be less than 2, 13 metres. A minimum of 700mmm working space must be provided around all machinery and in front of all panels.

10.2. The major items of machinery, electrical equipment and panels shall be so arranged that it can be removed for repairs or replacement without disturbing the walls, roof, floor or structural framework and furthermore shall be so arranged that full access to all holding down bolts is provided from inside the house.

10.3. For electrical houses both the inner and outer cladding must be stainless steel, unless otherwise approved. Side cladding plates are to be joined with butting joints with butt cover straps where required (no lap joints), and the plates must be in as large sizes as practicable to reduce the number of vertical joints, and to eliminate horizontal joints. Alternatively cladding may be welded to the frame and all joints completely seal welded. All angles around windows are to be suitably

joggled to obtain a waterproof and flat surface butting on the side sheets. The whole of the framing shall be well stayed and fixed on its base. Air-conditioned electrical houses shall be provided with thermal insulation material of an approved type between the cladding.

10.4. Machinery houses must be cladded with prepainted Aluminium sheeting, minimum thickness 0.8 mm, colour coated with the appropriate colour. The profile and fastenings must be suitable for the spans and wind uplift forces corresponding to the windspeeds stated in the main specification. Flashing, corner trim, closure pieces ridge cappings etc. shall consist of prepainted Aluminium of minimum thickness 1.2mm

10.4.1. Sheeting fasteners shall be 6.3 mm grade 304 stainless steel self-tapping screws with hexagonal washer heads.

10.4.2. Galvanic isolation rubber strips shall be used between the metal frame and Aluminium cladding, and between the fixing screws and the cladding.

10.5. Both machinery and electrical houses shall be provided with two access doors, sealed to suit pressurisation and/or air-conditioning, one on each side of the house, arranged for external locking, but allowing exit from the inside without a key. Rain guards must be provided above external doors.

10.6. Operator's cabins shall be fully constructed from 3CR12 or similar type stainless steel. Cladding shall be welded to the frame and shall be smoothed over to provide an aesthetic appearance. The cabin shall be insulated from the heat of the sun with an approved material. A stainless steel or similar material door with a robust industrial type door lock shall be provided. The door must be lockable from the outside, but must allow exit without a key from the inside.

10.7 All windows shall be of solar heat reducing toughened safety glass.

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END OF SPECIFICATION HE9/2/6 [Version 9]
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1. SCOPE

1.1. This specification covers Transnet Port Terminals requirements for protective coating of iron and steel structures, electrical motors, gear boxes etc. against corrosion and must be read in conjunction with the main specification as well as the following (latest editions):-

BS EN ISO 8502 "Preparation of steel surfaces for coating"

BS EN ISO 1461 "Hot-dip (galvanized) zinc coatings"

BS 5252 "National colour standards for paint"

BS 5493 "Code of practice for protective coating of iron and steel structures against corrosion"

2. TYPES OF CORROSION PROTECTION TO BE USED

2.1. The coatings specified in this specification are chosen according to BS 5493 Table 3, part 9, to ensure that the condition of the surface will be at least RE2 on the European scale of degree of rust, after 10 years in a environment of frequent salt spray, chemicals and polluted coastal atmosphere. During the 10 years, the normal maintenance painting will be done.

2.2. The paint manufacturer shall guarantee the paint for at least 10 years.

2.3. Should a tenderer wish to offer coating systems other than those specified, as an alternative, he shall submit full technical details and a list comparing all appropriate details of the alternatives proposed, with the original specified.

2.4. Tenderers must ensure that the different coats they offer in their tenders are compatible with each other.

2.5. The coating of proprietary items must be done according to Clause 3.

2.6. All galvanized components including bolts and nuts but excluding walkway gratings, must be painted with the specified system, unless otherwise approved.

The following coating systems must be used unless otherwise specified in the main specification:-

Substrate	Coat No	Generic Description	Approved Brand Products	Dry Film Thickness (μm)
3CR12 steel (EN 10088)	1	Surface tolerant epoxy primer	DULUX /SIGMA Sigmacover primer 7413 INTERNATIONAL (PLASCON) Intergard 269 STONCOR (CHEMRITE COATINGS) Carboline 193 Primer	65-75
	2	Two component recoatable, polyurethane finish (Gloss)	DULUX / SIGMA Sigmadur gloss 520 INTERNATIONAL (PLASCON) Interthane 990 STONCOR (CHEMRITE COATINGS) Carboline 134	65-75
Galvanized Steel	1	Surface tolerant epoxy primer	DULUX /SIGMA- Sigmacover primer 7413 INTERNATIONAL (PLASCON) Intergard 269 STONCOR (CHEMRITE COATINGS) Carboline 193 Primer	65-75
	2	Two component recoatable, polyurethane finish (Gloss)	DULUX /SIGMA- Sigmadur gloss 520 INTERNATIONAL (PLASCON) Interthane 990 STONCOR (CHEMRITE COATINGS) Carboline 134	65-75

Substrate	Coat No	Generic Description	Approved Brand Products	Dry Film Thickness (μm)
Mild steel	1	Two component self curing inorganic zinc ethyl silicate OR two component zinc rich polyamide cured	DULUX /SIGMA- Sigma Sigma zinc 160 OR Sigma-cover primer	65-75

		epoxy primer	INTERNATIONAL (PLASCON) Interzinc 52 STONCOR (CHEMRITE COATINGS) Carbo Zinc 11 OR Carbo- Zinc 658 Primer	
	2	Flexible recoatable high build polyamide cured MIO epoxy	DULUX/SIGMA – Sigmacover CM 456 INTERNATIONAL (PLASCON) Interseal 670 STONCOR (CHEMRITE COATINGS) Carboline 193	125-150
	3	Two component recoatable, polyurethane finish (Gloss)	DULUX/SIGMA Sigmadur gloss INTERNATIONAL (PLASCON) Interthane 990 STONCOR (CHEMRITE COATINGS) Carboline 134	65-75

2.7. The paint manufacturer's recommendations for the application of the different coating systems, curing time before handling or application of subsequent coats, health and safety recommendations etc. must be carefully adhered to.

2.8. Paint contractors must have a quality management system which must be submitted to the Engineer for approval before commencement of the work.

2.9. Galvanizing shall be done to BS EN ISO 1461 heavy duty hot dip galvanizing to a thickness of at least 85μm. Electroplated components in zinc or cadmium are not acceptable.

2.10. All mounting bolts, nuts, washers and brackets as well as all fixing bolts, studs nuts and washers, less than 12mm, shall be of stainless steel. Fixing rivets shall be of either stainless steel or brass.

2.11. High tensile bolts for friction grip joints must not be galvanised and must be primed and painted after installation. High tensile bolts must be certified.

2.12. The full paint system shall be applied to all surfaces except for wear pads, linings etc., which are to be covered with appropriate protection.

2.13. For steelwork which will be transported over long distances and erected on site the two pack epoxy primers is preferred.

3. PROPRIETARY ITEMS

3.1. Proprietary items such as gearboxes, motors, brakes etc. must either be painted according to this specification or where the coating system is equal to or exceeds this specification sufficient proof of the coating system applied must be provided. Items which are nearly equal to this specification shall be given a finishing coat according to this specification's thicknesses and final colours and to the following procedure:-

3.1.1. A cross cut test must be done to BS EN ISO 2409 to determine if the original coating adheres correctly to the substrate;

3.1.2. The original coating shall be rubbed down to remove any smooth finishing to form a suitable key for the finish coat and any damaged areas prepared and patch primed with a suitable primer;

3.1.3. The item must then be detergent washed to remove any foreign matter, taking care that no dust, solvent etc. contaminates any working part of the item;

3.1.4. A test shall be done on the existing coat to ensure that the finish coat will not react with and cause undue dissolving and lifting of the existing coat. This can be done by applying a small quantity of the finishing coat thinners.

3.1.4.1. Should any undue dissolving or lifting occur, a suitable intermediate or barrier coat must be applied before the finishing coat is applied.

3.1.5. Proprietary items which failed the cross cut test and which generally have inadequate protection shall be dismantled and the full corrosion protection specification applied.

4. SURFACE PREPARATION

4.1. All steel surfaces shall be detergent washed and fresh water rinsed to remove all oil, grease and surface contaminates before shot blasting.

4.2. Sharp edges shall be radiused and major roughness of welds shall be removed by grinding. Welding spatter and flux shall be removed.

4.3. Components manufactured from hot rolled steel sections and steel plate shall be blast cleaned to base metal in accordance with Swedish Standard SSPC SP10 grade SA2½ - very thorough blast cleaning, to remove all mill scale, rust, weld spatter etc.

4.3.1. "Sharp" chilled iron shot, chilled iron grit, or granular abrasive slag is to be used to produce a proper degree of surface roughness.

4.3.2. Blast profile shall be determined by micrometer profile gauge, Keane-Tator surface profile comparator or Testex press-o-film.

4.3.3. The profile height shall be between 40 and 50μm at any point.

4.4. Good quality blast cleaning and spray painting equipment shall be used. Air used for spraying and blast cleaning shall be free from all traces of oil, water and salinity. Water and oil traps must be fitted to all equipment.

4.5. Wheel abrading equipment shall not be used unless an angular profile the same as clause 4.3.3 is achieved.

4.6. When wet blasting is done the primer shall be applied before oxidization starts or surface contamination occurs.

4.7. Components manufactured from 3CR12 steel shall be lightly abraded. The components shall then be passivated by using a mixture of 10 - 15% nitric acid in water which is rinsed off after 10 - 15 minutes. The surface shall be neutralized to pH 7 before it is coated.

4.8. Hot-dip galvanized components, galvanized bolts and nuts etc. shall be lightly abraded with a galvanizing pre-cleaner. The components shall then be washed with detergent and water and washed down with clean water until a water break free surface is achieved. Allow to dry thoroughly.

5. JOINTS AND MATING SURFACES OF MEMBERS

5.1. Mating (faying) surfaces of members which have to be joined by high tensile steel bolts in friction grip shall be cleaned according to Clause 4 and painted with primer only.

5.1.1. After being assembled joints so formed shall be seal welded and painted or after the intermediate coat was applied the edges shall be sealed with an approved brand of paintable flexible sealant or mastic (e.g. Butyl rubber, polyurethane sealer or two component epoxy), by means of a suitable caulking gun.

5.2. All rivets, bolts, welds, sharp edges etc. must be covered with a "stripe coat" of the primer or intermediate coat specified to ensure the correct dry film thickness on sharp edges, as well as sealing of bolt threads to head etc.

5.3. All other mating surfaces must be sealed with an approved brand of flexible Butyl rubber, paintable Silicone, polyurethane sealer or two component epoxy sealer, and joined while still wet. All excess compounds must be completely removed.

6. PAINTING PROCEDURES

6.1. Directly before the application of paint, the area to be painted shall be degreased with a suitable degreaser and left to dry.

6.2. Paint shall only be applied under the following conditions:-

6.2.1. There is adequate light.

6.2.2. The steel temperature is between 5 and 50°C and at least 3°C above the dew point of the air.

6.2.3. The relative humidity of the air is between the limits specified by the paint supplier.

6.2.4. Wind does not interfere with the method used and sand and dust cannot be blown onto wet paint.

6.3. Steelwork shall be supported on trestles, at least 900 mm off the ground for painting purposes.

6.4. An adequate number of test readings shall be taken per square meter in order to determine the dry film thickness.

6.4.1. The paintwork shall be acceptable if the average of the test readings taken falls within or exceeds the ranges given.

6.4.2. Paintwork shall not be acceptable if any single test reading is less than the specified minimum thickness.

6.5. An ultrasonic or electronic magnetic flux thickness measurement gauge shall be used, but in case of dispute, destructive testing shall be applied. He painted steelwork shall present a clean, neat appearance of uniform colour and gloss as applicable to the paint used. Each coat of paint shall be applied as a continuous, even film of uniform thickness. More than one application of paint may be required to achieve the dry film thicknesses specified or to obliterate the colour of the previous coating.

6.6. The use of thinners or solvents at any stage of the work is prohibited, unless specified by the paint manufacturer.

6.7. Precautions shall be taken to prevent coatings from being applied to equipment nameplates, instrument glasses, signs etc.

7. COLOUR CODES

Machinery and equipment shall be painted in the following final colours:-

	Area	Colour	Code No. [091 BS 5252 and International No's]
7.1.1	Mobile equipment (cranes, loaders etc.)		
	a) Structure, machinery and electrical houses, operator's cabins, chutes, hoppers etc.	Transnet Red	RAL 3020
	b) Undercarriage, travel bogies, rubber tyred rims	Transnet Red	RAL 3020
7.1.2	Industrial buildings, conveyor structures		
	a) Roofs and canopies	Pantone cool grey 10	RAL 7037 (Staubgrau)
	b) Painted walls	Pantone cool grey 3	RAL 7035 (Lightgray)
	c) Steel columns, rafters, trusses	Pantone cool grey 5	RAL 7004 (Signalgray)
7.1.3	General		
	a) Guards	Golden yellow	RAL 1003
	b) Sheaves	Orange	RAL 2008
	c) Cable reels (Stainless steel	Orange	RAL 2008
	Machine buffers and parts of machine which could constitute a serious hazard	Golden Yellow (High Gloss) with Luminous green stripes in chevron pattern	SABS B49 and Luminous green

	Area	Colour	Code No. [BS5252 and International No's]
	e) Any exposed rotating part of machinery, electrical Switch-gear (other than starting and stopping devices and emergency stop control), electrical services e.g. conduit and allied fittings	Light Orange (High Gloss)	SABS 1091 B26 BS 381C-557 RAL 2007
	f) Low voltage switchgear panels where orange is not aesthetically acceptable	Light grey	RAL 7035
	g) Medium voltage cable trays, switchgear and motors (3,3 kV and up)	Saphire Blue	RAL5003
	h) Starting devices, low voltage cable trays and switchgear	Moss Green	RAL6005
	i)Transnet Logo	Transnet Red (Traffic Red)	RAL 3020 on White (RAL 9010) Background
	j) Parts of stationary machinery (Electrical, motors, gearboxes, brakes, transformers, etc.])	Light Grey	RAL 7035
	k) Hand levers, hand wheels, oiling points, handrails on walkways, ladders	Golden Yellow (High Gloss)	RAL 1004
	l) Stopping devices, grease points, motor fan covers and danger signs (not symbolic safety signs for which see SABS 1186)	Signal red (High Gloss)	RAL3001
	m) Walkways (non slip surfaces) (galvanized gratings not to be painted)	Shop floor green or black	
	n) Informatory signs and notices (not symbolic safety signs for which see SABS 1186)	White on Emerald Green (High Gloss)	White on RAL 6001

	Area	Colour	Code No. [SABS 1091 and International No's]
7.1.4	Pipe lines		
	a) Reclaim water piping	Aluminium	
	b) Slurry pipe lines	Iron Grey	RAL 7011
	c) Fire protection piping	Signal red	RAL 3001
	d) Washwater drain pipes	Light grey	RAL 7035
	e) Instrument air	White with Strong blue band	White RAL 5005
	f) Plant air	White with Flag blue band	White RAL 5015
	g) Potable water	Grass green	RAL 6010

7.1.5 Colour bands for pipes shall be 75 mm wide for pipe sizes up to 150 mm diameter and 100 mm wide for 150 mm and above. The colour bands shall be applied to the pipe flanges, valves, junctions, walls or structures etc. in such a manner that the pipe may be easily identifiable. On straight sections the maximum spacing shall be 100 x the pipe diameter.

8. FIELD TOUCH-UP PAINTING

8.1. Damaged and unpainted areas, fasteners, welds, etc. shall be cleaned by wire brushing with hand tool or power tool in a manner which will minimize damage to sound paint. Grinding will not be allowed. Rust spots shall be cleaned to bright metal. Thick edges of old paint abutting on bare metal surfaces shall be feathered by scraping and sanding.

8.1.1. Where welding is required on areas already coated with the coating system, the coat should be stepped back for ± 30mm around the weld area.

8.2. The paint shall be applied to match the original coats in accordance with the manufacturer's recommendations for the specific paint system.

Note: Inorganic zinc primers shall not be re-covered with an inorganic primer, but only with an organic zinc primer.

8.3. Areas of damaged galvanizing shall be repaired with an approved cold galvanizing product or metal sprayed by the wire spraying process with Zinc, and then touched up with the specific paint system.

9. GENERAL

9.1. All walkways, floors, maintenance platforms etc. must be painted with a durable, non skid coating of the appropriate colour.

9.2. Exposed machined surfaces must be coated with a strippable corrosion inhibitor (e.g. Tectyl).

9.3. Where different materials will be in contact with each other and galvanic corrosion can occur the contact areas of the materials must be isolated from each other or the joints made water proof to prevent ingress of moisture.

9.4. All components must be designed with corrosion prevention in mind and specifically the following:-

9.4.1. No entrapment of dirt, product, moisture etc.

9.4.2. No areas must be inaccessible for maintenance such as too narrow gaps etc.

9.4.3. Large flat areas rather than complicated shapes and profiles.

9.4.4. No sharp corners and discontinuous welds.

9.5. Parts of equipment which are exposed to high temperatures must be coated with the following system:-

Coat No	Generic Description	Approved Brand Products	Dry Film Thickness (μm)
1	Two component self curing inorganic zinc ethyl silicate	DULUX /SIGMA- Sigma Xinc 160 INTERNATIONAL (PLASCON) Interzinc 52 STONCOR (CHEMRITE COATINGS) Carbo Zinc 11	65-75
2	Single component high temperature moisture curing silicone with aluminuim flakes	DULUX/SIGMA – Sigmatherm Silicate INTERNATIONAL (PLASCON) Intertherm 50 STONCOR (CHEMRITE COATINGS) Thermaline	40

10. MAINTENANCE PAINTING OF STRUCTURES

10.1. Areas which are only lightly corroded must be cleaned by means of high pressure water blasting or wire brushing by power tool and the following system applied:-

Coat No	Generic Description	Approved Brand Products	Dry Film Thickness (μm)
1	Surface tolerant two pack epoxy primer with aluminuim pigments	Dulux/SIGMA Aluprimer STONCOR (CHEMRITE COATINGS) Carbomastic 15 INTERNATIONAL (PLASCON) Intergard 242	125-150
2	Same as first coat OR micaceous iron oxide (MIO) epoxy	DULUX/SIGMA – Sigmacover 456 INTERNATIONAL	125-150

		(PLASCON) Interseal 1052 STONCOR (CHEMRITE COATINGS) Carboline 193	
3	Two component recoatable, polyurethane finish (Gloss)	DULUX/SIGMA Sigmadur gloss INTERNATIONAL (PLASCON) Interthane 990 STONCOR (CHEMRITE COATINGS) Carboline 134	65-75

10.1.1. Alternatively, the Noxyde paint system can be used, consisting of two to three coats of water based Noxyde paint to achieve a DFT of 350 to 400 microns. Where the Noxyde system is used on areas other than slightly corroded structural areas, the following additional requirements must be observed:

10.1.1.1. Very smooth surfaces (e.g. 3CR12, stainless steel or hot-dip galvanized components, bolts, nuts and fittings, and HT bolts): Parts must be thoroughly degreased using OptiDegreaser, washed down with potable water, and immediately when dry, a single coat of OptiPrimeAqua applied.

10.1.1.2. Paintable flexible sealant/mastic: Only sealant approved by the paint manufacturer may be used, and an initial coat of OptiPrimeAqua applied over it before the further coats of Noxyde are applied.

10.1.1.3. Bolted/rivited connections: After blasting or and/or cleaning as required, apply a coat of OptiPrimeAqua and an additional stripe coat of Noxyde, in contrasting colour, to all bolt/nut and plate edges and crevices.

10.2. The adhesion of old coatings must be verified by doing a cross cut adhesion test on selected areas.

10.3. The compatibility of the new paint system on the old coating must be tested and guaranteed in writing by the paint supplier.

10.4. The work and coating system must be guaranteed for a minimum of 12 months.

10.5. All heavily corroded areas must be shot blasted to minimum SA2 and the three coat system indicated in clause 2.6 applied.

10.6. Areas where the old coating is still sound need only be high pressure cleaned with a suitable solvent and coated with one of the primers suggested in clause 10.2 (as tie coat) and then with one of the top coats suggested in clause 2.6 to get the appropriate colour and finish. The minimum dry film thickness of this tie coat must be 75 microns and top coat must be 50 microns, but the previous coating colour shall be completely obliterated to present a uniform colour.

Note: Inorganic zinc primers shall not be re-covered with an inorganic primer, but only with an organic zinc primer.

10.7. Repairs to the insides of all the enclosed sections of the booms as well as the insides of the crane legs, sill beams, cross beams, pylon cross bracing members etc. shall be done as above but the top coat need not be applied.

****** END OF SPECIFICATION HE 9/2/8 [Version 17] ******

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1. Introduction

This Specification outlines the minimum requirements to ensure that products and services supplied to Transnet Port Terminals are manufactured, provided, constructed or installed in accordance with all specified requirements as defined in the Contract, all associated specifications, drawings, codes and standards.

2. Definitions

Term, Abbreviation	Meaning
Data	All drawings/documents/data/information and DP's required to be supplied under the Contract
Data Pack (DP)	A compilation of manufacturing data, certification, inspection and testing records prepared by the Supplier/Contractor to verify compliance with the Contractual requirements.
Employer	For the purposes of this document, the term Employer has the same meaning as applied to the term Client.
Field Inspection Checklist (FIC)	A document that details the checks, requirements and test parameters for each type of equipment to permit field installation and pre- commissioning of the equipment.
TPT	Transnet Port Terminals is the Employer's Nominated Agent in terms of the Conditions of Contract.
Inspection Release Report (IRR)	A document issued to the Supplier/Contractor by TPT advising release of the Materials for shipment. This does not relieve the Supplier/Contractor of its obligations in accordance with the Terms and Conditions of the Contract.
Inspection Waiver Report (IWR)	A document issued to the Supplier/Contractor by TPT advising that TPT has waived final inspection for the materials listed in this document. The issue of this Report does not preclude further inspection by TPT, is issued without prejudice and does not relieve the Supplier/ Contractor from the guarantees and obligations included in the Contract/ Contract. A document prepared by the Supplier/Contractor providing relevant information applicable to the installation and maintenance of the specific equipment, including consumables (eg. oils etc)
Project Quality Plan (PQP)	A document that outlines the Supplier/Contractor's strategy, methodology, resources allocation, Quality Assurance and Quality Control coordination activities to ensure that Goods and Services supplied meet or exceed the requirements defined in the Contract, drawings, codes and standards.
Quality Control Plan (QCP*	A document outlining specific manufacturing / construction inspection and testing requirements, including responsibilities, test acceptance criteria, nomination of witness and hold points. For the purposes of this document, the term Supplier/Contractor has the same meaning as applied to the term Sub-Supplier/Sub-Contractor
Supplier/Contractor	This refers to the documentation required to be submitted by the relevant Supplier / Contractor in terms of the Contract.
Supplier/Contractor Data Requirements	These requirements are generally tailored to suit the particular Scope of Work, although it also addresses the manner in which the documentation is required to be submitted, eg Hard copy, Electronic copy etc
Technical Query Note (TQN)	This refers to a document used by the Supplier/Contractor to formally clarify a Technical Query related to the scope of supply. This should not be used where a non-conformance has already been initiated.

3. Applicable Documents

3.1 General

All work performed shall comply with the requirements of this Specification, the documentation referenced in the Contract and the latest revision/edition of the relevant Codes and Standards referenced herein.

3.2 Statutory Regulations

Occupational Health & Safety Act, Act No 85, of 1993 and Regulations as amended.

3.3 Codes and Standards

Document No.	Title
ISO 9001	International Standard Series Quality Systems

WCS have been supplied with 3 documents EEAM-Q-013 Commissioning and Handover, Standard and Technical Data Sheets. There is some renumbering needed

4. Quality System

4.1 General

The Supplier/Contractor shall be responsible for all quality activities necessary to ensure the Work meets the requirements specified in the Contract, and shall manage and coordinate all Quality aspects of Work in accordance with the requirements of this Specification, and the Supplier/Contractor's PQP and QCP's once reviewed and approved by TPT.

The Supplier/Contractor shall ensure that all Sub-Suppliers/Sub-Contractors also conform to the requirements of this Specification.

4.2 Supplier/Contractor Quality System Requirements

The Supplier/Contractor shall have, maintain and demonstrate its use to TPT, its documented Quality Management System. The Supplier/Contractors Quality Management System should be in accordance with the International Standard ISO 9001.

The Supplier/Contractor shall submit its Quality System documentation to TPT at the time of tender and at Contract Phases as detailed below:

- Project Quality Plan
- Quality Policy
- Index of Procedures to be used
- Programme of internal and external audits

4.3 Supplier/Contractor Documentation Requirements

The Supplier/Contractor shall develop and maintain a comprehensive register of documents that will be generated throughout the project, and shall include all quality related documents. The register shall be submitted to TPT for review.

TPT shall indicate those documents required to be submitted for information/review and/or acceptance and this shall be indicated in the Supplier/Contractors' Document Register. The register shall indicate the dates of issue of the documents taking into account sufficient time to allow TPT review/acceptance cycle prior to the document being required for use.

5. Quality Assurance

5.1 Project Quality Plan

Where specified, the Supplier/Contractor shall submit a PQP to TPT within 28 days after the Contract start date. The PQP shall detail how the Supplier/Contractor's Quality System will be applied to the Scope of Work specified in the Contract, and shall address the following:

- Satisfying the technical and quality requirements of the Supplier/Contractor's Scope of Work, and relevant elements of the applicable ISO 9001 standard
- include all quality activities relevant to the Scope of Work, identifying all procedures, reviews, audits, controls and records used to control and verify compliance with the specified Contractual requirements

Include a listing of all special processes (eg. welding and non-destructive testing, cube testing etc) envisaged for use, including confirmation of personnel certification as required

- Include all proposed method statements (for site based work activities)
- Include a description of the Supplier/Contractor's project organisation, with key positions and responsibilities identified and individuals named. The organisation structure shall also indicate the resources committed to the management / coordination of QA / QC activities
- Include a listing of all Quality Control Plans (QCP's), and associated Field Inspection Checklists (FIC's), as applicable
- Identify in the Project Quality Plan any Sub-Supplier/Sub-Contractor work. Sub-Supplier/Sub-Contractor plans shall be approved by the Supplier/Contractor, and a copy forwarded to the TPT
- Include the proposed Authorised Inspection Authority (where applicable – for example pressurized equipment and systems)
- Include a schedule of proposed quality records

The PQP shall be controlled and re-submitted for approval when required to incorporate any change necessary during the Contract duration to ensure that the document is maintained as an effective control, change management and records. The change management will be done to an agreed policy or procedure.

Note: Where the Supplier/Contractor is required to provide a PQP, no work shall commence until the PQP is approved by TPT.

5.2 Procedures

The Supplier/Contractor's PQP and procedures shall address the system elements and activities appropriate to the Scope of Work, in compliance with the specified Quality Standard.

Where specified, the Supplier/Contractor shall submit copies of Quality Procedures for review. In addition, the Supplier/Contractor shall ensure that copies of all Procedures relevant to the Scope of Work are available for reference by TPT at each work location.

These will include, as applicable, the following:

5.2.1 Document Control

The Supplier/Contractor's Project Quality Plan shall provide a description of how TPT provided, Supplier/Contractor and Sub-Supplier/Sub-Contractor documents are to be managed. The description shall address as a minimum:

- Management tools and databases
- Receipt, registration and maintenance
- Internal and external distribution to Employer, third parties and Sub-Contractors
- Management of Codes, Standards and Specifications

- Internal review and approval routines and authorities
- How it is ensured that the correct revisions of documents are available at the point of use including retention periods for all documentation.

5.2.2 Design Control

Where the Supplier/Contractor is responsible for any aspect of design related to their Scope of Work, the Quality Plan shall describe the Supplier/Contractor's methods and procedures for the control of these design activities.

5.2.3 Procurement

Where the Supplier/Contractor is responsible for any aspect of procurement related to their Scope of Work, the Quality Plan shall describe the Supplier/Contractor's methods and procedures for the control of these activities.

5.3 Supplier/Contractor Audits

The Supplier/Contractor shall:

- Carry out audits in accordance with its Quality System at its own and Sub-Supplier/Sub-Contractor's facilities to ensure project quality requirements are being achieved
- Include a QA Audit Schedule in the Supplier/Contractor PQP submitted to TPT prior to commencement of the Scope of Work. The Audit Schedule shall include all audits to be implemented by the Supplier/Contractor and Sub-Supplier/Sub-Contractor during the execution of the Contract
- Where stipulated in the Contract, perform an audit within three months after the Contract start date and thereafter at a minimum frequency of three months. Audit reports shall be submitted to TPT at the completion of each Audit. Where unsatisfactory performance is evident, additional audits shall be performed by the Supplier/Contractor as directed by TPT.

5.4 Transnet Port Terminals Audit

TPT reserves the right to perform quality audits or participate as an observer in Supplier/Contractor audits to verify compliance with the Contractual requirements. The Supplier/Contractor shall within a time frame as agreed upon, correct any adverse audit finding advised by TPT.

6. Inspection and Testing

6.1 General

TPT may, at its discretion perform surveillance inspection at the Supplier/Contractor's premises, SubSupplier/Sub-Contractor's premises or at the location of the Scope of Work.

Dependent on the nature of the Scope of Work and the frequency of inspections TPT may elect to have inspection personnel resident at the place of manufacture, fabrication, or assembly.

The Supplier/Contractor shall ensure free entry and access is given to TPT, certifying authorities and statutory authorities to inspect the Scope of Work and review procedures and quality records at all parts of the Supplier/Contractor's and Sub-Supplier/Sub-Contractor's premises, or at the location of the Scope of Work while any work or test is in progress.

The Supplier/Contractor shall provide TPT with all necessary tools, calibrated measuring equipment, safety equipment and workspace to verify or witness tests in progress.

While TPT is at the Supplier/Contractor's premises, the Supplier/Contractor shall provide, free of charge, reasonable facilities including office facilities and reasonable access to a telephone, facsimile machine and computer connection point with internet access.

The Supplier/Contractor shall provide notice in writing in within a time frame time as agreed upon, to allow the attendance of TPT and other representatives at nominated witness and hold points.

6.2 Quality Control Plans

The Supplier/Contractor shall prepare and submit QCP's to TPT for review in accordance with the requirements of the Contract and PQP.

QCP's shall identify all inspection, test and verification requirements to meet the Contractual obligations, specifications, drawings and related details including destructive and non-destructive testing, witness and hold points.

The Supplier/Contractor shall not commence fabrication or manufacture prior to review and approval of the applicable QCP by the TPT.

QCP's shall include reference to all tests specified in the Contract Document.

A typical format for a QCP is shown in Appendix A. The Supplier/Contractor may use its own format providing all information shown in Appendix A is included.

6.3 Inspection Points

The QCP shall identify points in the fabrication, manufacturing and/or installation process that are selected for inspection and shall be denoted by the following inspection codes:

- Hold Point (H) — Inspection point in the manufacturing cycle, beyond which work shall not proceed without the specified activity, work or function being witnessed. Holding points require written notification to TPT.
- Witness Point (W) — An inspection point in the manufacturing cycle that will be witnessed or verified. If TPT confirms it is unable to attend after being provided with the written notification then manufacture may proceed. Witness points require written notification to TPT.
- Review Point (R) — A point at which products and quality records are verified and endorsed. Review points are not notifiable points.
- Surveillance (S) — An inspection point in the manufacturing cycle during which any activity, work or function is observed. No formal notification is required.

The Supplier/Contractor shall maintain the status of testing and inspection by progressively having the QCP's signed off.

6.4 Revision to Quality Control Plans

Revision of the QCP shall be subject to the same submission, review and acceptance routines as described for the original QCP issue

6.5 Kick off Meeting

After the Contract start date, and prior to manufacture, TPT will require a Kick off Meeting with the Supplier/Contractor to discuss fully the implications of meeting TPT quality requirements. This meeting may be held as part of the Contract kick-off meeting for each package or may be a separate meeting, subject to the critical or complex nature of the work. This requirement for a pre-inspection meeting may be repeated when sub-Supplier/Contractors of key equipment are engaged.

After mobilization of the Contractor, and prior to the commencement of any construction activities, TPT will arrange for a Quality kick-off meeting to discuss fully the implications of meeting the projects' quality requirements. This meeting may be held as part of the formal kick-off meeting for each contractor, or may be a separate meeting subject to the critical or complex nature of the work.

6.6 Schedule of Inspection

The Supplier/Contractor shall submit a Schedule showing the proposed dates for inspections and tests nominated in the QCP where witness and hold points are required. The Schedule shall be regularly updated with progress and issued to TPT to show the current inspection and test status.

6.7 Field Inspection Checklists

For site installation and construction activities, the Supplier/Contractor shall prepare Field Inspection Checklists (FIC's) to permit inspection and testing of installed equipment and constructed facilities in accordance with the respective QCP's.

FIC's shall be provided to TPT for initial review, and shall be used to record the results of inspection and testing (where applicable), and on completion be submitted to TPT to confirm satisfactory completion of the tests and inspections at nominated QCP witness and hold points.

6.8 Inspection Notification

The Supplier/Contractor shall notify TPT in writing at least two calendar weeks prior to the advent of inspections or tests that require witnessing.

For inspections or tests within the country, arrangements shall be confirmed at least two working days before the event. For inspection and tests outside of the country, arrangements shall be confirmed at least seven working days before the event.

Inspection notifications shall include the following essential information:

- Contract Number
- Location of Inspection or Test
- Nature of Inspection or Test
- Date and Time of Inspection or Test
- Name and telephone number of the Supplier/Contractor's Representative.

6.9 Inspection and Testing

The Supplier/Contractor is responsible for the conduct of all Supplier/Contractor inspections and tests, and includes:

- Documenting inspection and tests result in the QCP's and relevant FIC's
- Progressively inspecting the quality of the Scope of Work performed, including that of all Sub-Supplier/Sub-Contractors
- Inspecting to meet all Contractual requirements, in number, type and form
- Inspecting day to day activities, material receipts, issue of material for installation, in-process inspections, and final inspections.

Completed original QCP's and FIC's shall be submitted to TPT in the DP

6.10 Inspection Release

At completion of the Scope of Work, either in total or in phases, TPT may issue an Inspection Release Report (IRR) or a waiver of inspection.

The issue of either an inspection release or waiver of inspection does not relieve the Supplier/Contractor of its obligations under the Contract. The Supplier/Contractor shall ensure a copy of the release note and final expediting release note for transport, where appropriate, is attached to the delivery docket and accompanies the Work to the designated destination indicated in the Contract. Items delivered to TPT without a copy of these documents may not be accepted.

A copy of the inspection release or waiver of inspection shall be included in the DP.

6.11 Special Processes

It is the Supplier/Contractor's responsibility to ensure that all processes which require prequalified procedures and/or work methods are tested and qualified before work begins. This typically covers such activities as welding, non-destructive testing, special fabrication techniques and painting. Unless specified such procedures are the Supplier/Contractor's responsibility and do not require submission to TPT before work begins. When such procedures are requested, no work shall commence until procedures are approved by TPT.

It is the Supplier/Contractor's responsibility to ensure all operators are qualified for the processes in accordance with the procedure and/or applicable standards. Records of qualification of operators shall be maintained by the Supplier/Contractor and made available to TPT when requested.

Records of qualification of procedures and processes shall be maintained by the Supplier/ Contractor in accordance with the applicable procedure or code.

6.12 Welding Procedures

Where the Supplier/Contractor's Scope of Work includes fabricated weldments, Welding Procedure Specifications (WPS) defining the method, preparation and sequences to be adopted to achieve a satisfactory welded joint shall be provided for all weld types required in the execution of the Supplier/Contractor's Scope of Work. The procedure shall only be submitted to TPT when requested in the Contract.

WPS shall include all welding essential and non-essential variables for each process used, including appropriate test results and shall comply with the standard or code pertaining to welding required in the execution of the Supplier/Contractor's Scope of Work.

When requested in the Contract a suitably marked "weld map" shall be completed by the Supplier/Contractor for all items to be fabricated. A summary of WPS shall be prepared and when used, shall be identified on the weld map.

Where TPT approval is required, fabrication shall not commence until written approval of WPS and Welding Procedure Qualification Records (WPQR) is received by the Supplier/Contractor. No welding fabrication will be accepted that is not covered by a TPT approved WPS/WPQR.

Welding Procedure Qualification (WPQ) tests may be witnessed by TPT and/or an independent inspection authority. Testing of the specimens prepared during the WPQ Tests shall be carried out by an independent approved testing laboratory independent of the Supplier/Contractor. In certain instances, a certificate to EN 10204 3.1 B may be required which will be clarified at Tender review and clarification stage.

Where actual weld deposit analysis and weld metal physical properties are required for procedure qualification, the information shall be taken from the procedure qualification tests. Data listed in the catalogues of the manufacturer of welding consumables is not acceptable.

Welders/welding operators shall be qualified in accordance with the relevant welding code prior to commencing production fabrication. Specific Welder Qualifications (WQ's) records will be reviewed by TPT in the Supplier/Contractor's works and should NOT be submitted for review.

A register of welders qualified to work shall be maintained by the Supplier/Contractor.

6.13 Material Traceability

Where, and to the extent that material traceability is required, the Contractor shall provide its procedures for the maintenance of material identification throughout all phases of manufacture. Methods of identification, routines for re-stamping or stencilling as appropriate shall be defined and agreed with the Employer.

Adequate records shall be maintained throughout construction enabling traceability of key materials from final product back to original material certificates. The material traceability records shall form part of the DP

The Contractor shall prepare a schedule of materials and equipment that are subject to traceability requirements.

6.14 Material Certification

Where specified in the Contract the following certificates shall be provided to TPT and included in the DP.

Type A:	A Supplier/Contractor's certificate of compliance with the Contract. This certifies that the goods or services are supplied in compliance with the Contract without mention of any test results (EN10204 certificate 2.1).
Type B:	A certificate issued by a laboratory or test facility independent of the Supplier/Contractor'sworks. It shall quote test results carried out on the product supplied and state whether compliance with the relevant technical standard, code etc has been complied with. (EN 10204 certificate 3. I B).
Type C:	The same as Type B, the tests are to be witnessed by a third party (EN 10204 certificate 3.1C).

6.15 Non Destructive Testing

The Suppler shall provide all Non Destructive Testing (NDT) procedures for TPT review and approval where specified. The submissions shall detail the procedures for each technique employed and the acceptance criteria.

The Supplier shall maintain records of NDT procedures and Personnel training records and certification and make these available to TPT or their nominated inspector.

The Supplier shall provide repair methods where NDT inspections are failed for TPT to review and retain.

7. Non Conforming Products

7.1 General

The Supplier/Contractor shall establish and maintain procedures to control material or products that do not meet the specified requirements.

All Supplier/Contractor product and/or materials identified as not conforming to requirements shall be dealt with promptly as follows:

- If the Supplier/Contractor discovers material or product which is not in accordance with the requirements of the Contract, i.e. a non conformance (NCR), the Supplier/Contractor shall promptly initiate the non-conformance procedure in terms of the Supplier/Contractor's Quality Management System, advise TPT promptly, and provide a copy of the NCR to TPT
- If TPT or its agent identifies a non-conformance and TPT NCR may be raised.
- Originals of all closed out NCR's shall be included in the DP.

7.2 Corrective and Preventative Action

If the Supplier/Contractor proposes a disposition of any non conforming materials or product which varies from the requirements of the Specification or Contract, such a proposal shall be submitted in writing to TPT whose decision on the proposal shall be obtained in writing before the non conforming material or product is covered up or incorporated into the Works, or is the subject of any other disposition.

The disposition of non-conformances which do not vary the requirements of the Contract, specification or drawings may be approved by the Supplier/Contractor following discussion and agreement with TPT.

8. Concession Requests and Technical Queries

8.1 Concession Requests

Where a Supplier/Contractor requests a Concession to deviate from the requirements of the Contract or specified requirements, the Supplier/Contractor shall raise the request with TPT using the format as shown in Annexure B.

The Concession Requests shall clearly identify all elements of the proposed deviation together with

any resulting technical, commercial and/or schedule impacts.

Completed original Concession Requests shall be included in the DP.

8.2 Technical Queries

For clarification of technical issues (only), Supplier/Contractor may submit a Technical Query Note (TQN) to TPT in accordance with the Contract.

The TQN shall clearly identify all elements of the query, and all supporting documentation and/or drawings shall be attached where appropriate.

Completed original TQN's shall be included in the DP.

9. Inspection, Measuring and Test Equipment

9.1 Calibration

The Supplier/Contractor, including its Sub-Supplier/Sub-Contractors shall ensure the calibration of test and measuring equipment is performed and maintained in accordance with the relevant Supplier/Contractor procedures and/or the equipment manufacturer's specifications.

Where calibration is required by an external laboratory, the Supplier/Contractor shall ensure that the facility selected for calibration possesses current certification. Calibration certificates shall contain a statement that the test equipment is accurate to within specified tolerances.

The Supplier/Contractor should establish the frequency of calibration for each item of equipment (including jigs, fixtures or templates) and record the details in a 'Measuring and Test Equipment Register' (or similar).

9.2 Use of Inspection, Measuring and Test Equipment

The Supplier/Contractor shall ensure that authorised equipment users:

- Use the equipment in accordance with manufacturers instructions, and accepted industry practices
- Ensure the equipment is covered by a current calibration certificate
- Conduct the measurements or tests in accordance with the equipment manufacturer's specifications or other relevant specification
- Prior to commencement of each inspection or test activities:
  - Identify the measurements to be made
  - Determine the accuracy required
  - Select the appropriate inspection, measuring or test equipment for the scope of work.

The supplier shall ensure that personnel using equipment are adequately competent, and where necessary, completed the required training.

9.3 Verification of Previous Test Results

Where the calibration status of the equipment is unknown, expired or has doubtful accuracy, the equipment shall immediately be quarantined, and tagged according to Supplier/Contractor's Quality System procedures. The Supplier/Contractor shall then arrange for either in-house or external calibration, and:

- review all previous test results associated with the suspect equipment
- identify the inspections, measurements or tests required to re-validate the results
- ensure that suitable re-testing is performed with calibrated equipment
- document the results of the re-testing on the respective inspection and test documentation.

10. Quality Records

Supplier/Contractors shall maintain Quality Records necessary to provide objective evidence that demonstrates and verifies achievement of the QA / QC requirements associated with the Scope of Work. All Quality Records, including original source material test certificates and non destructive

test reports, shall be retained by the Supplier/Contractor during the project, and be provided to TPT at the times, and in the quantities specified in the Contract.

The Supplier/Contractor shall collate all quality records in the DP and submit the DP to TPT in accordance with the Contract and all referenced standards and specifications. This DP shall be compiled progressively, and shall be available for review at all phases of manufacture or construction activities.

The Scope of Work shall not be complete until the Supplier/Contractor's DP including the quality records from Sub-Supplier/Sub-Contractors have been reviewed and accepted by TPT.

The DP shall be compiled progressively during the execution of the Scope of Work and shall be made available for review by TPT as required.

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Annexure A - Sample Quality Control Plan

Quality Control Plan No.: _____ Rev: _____ Date Issued: _____

Contract No.: _____ Description: _____ Item No.: _____

Supplier / Contractor: _____ Location: _____

Activity No.	Activity Description	Procedure Ref./Code Specification	Specification Acceptance Criteria	Verifying Doc/Report Certification	Verification / Witness					
					Supplier / Contract or		TPT		Employer	
					Action	Sign	Action	Sign	Action	Sign

Rev.	Date	Reason for Revision	Drawn	Checked

Action:

H - Hold, Mandatory Hold Point

R - Review (Verify) Only

W - Witness

S - Surveillance

NOTE: H&W points require formal notification to TPT.

Annexure B - Request for Concession

Request for Concession ***No:*** *of 2*						
A.SUPPLIER/CONTRACTOR SUPPLIED INFORMATION SUPPLIER/CONTRACTOR NAME: CONTRACT NO.: SUPPLIER/CONTRACTOR CONCESSION NO.: DATE:						
Required concession applicable to: (Item/Material/Equipment/Area)						
Description of Concession — Revised Requirements: (Attach Photos if beneficial to TPT understanding)						
Justification:						
(NOTE: This concession will be rejected if the following information is not provided):						
(i) VALUE OF BENEFIT TO CLIENT S/R	(ii) AGREE TO AN EXTENSION OF THE WARRANTY	YES	NO	(i i i) ANY IMPACON SCHEDULE?	NO	YES
	IF "YES" WHAT PERIOD?			CF "YES" \ VHAT PERIOD?		
References: Original Requirements	reference:					
	Rev.: Specification		N		Rev.:	
Drawing No.:	Rev.: Specification		o.		Rev.:	
Drawing No.:	Rev.: Specification		:		Rev.:	
Attached applicable	documentation:		N			
Requested by: (Supplier/Contractor) Name:			Signature :		D	
Note: Sections B to F on Page 2						

Request for Concession No:				
B. SITE ADMINISTERED CONTRACT?	Yes		Nn	Go to "D"
Possible QC implications:				
	Recommendations Recommended with the following Conditions:		Rejected	
Site Construction Manager: Signature: Date:				
Site Engineer: Signature: Date:				

C. RECOMMENDATION BY CONTRACT ADMINISTRATOR: Name:

Signature Date:

D. RECOMMENDATION BY ENGINEERING:

	Recommended		Rejected		Conditional, with the following

recommendations:

Package Engineer:	Signature:	Date:
Lead Discipline Engineer:	Signature:	Date:
Engineering Manager:	Signature:	Date:

Comments:

E. PROJECT MANAGER DISPOSITION:	Accepted		Rejected		
Name:	Signature	Date:			
F. EMPLOYER DISPOSITION:	Accepted		Rejected		

TRANSNET GROUP CAPITAL – ENGINEERING & DESIGN SERVICES

CENTRE OF EXCELLENCE

CAD STANDARDS

Document number	ENG-STD-0001
Version number	1.0
Classification	Unclassified
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SUMMARY VERSION CONTROL

VERSION NO.	NATURE OF AMENDMENT	PAGE NO.	DATE REVISED

Note: Only latest amendments and/or additions are reflected in italics in the body of the document.

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1 PURPOSE

1.1 The purpose of this standard is to ensure that all CAD files and drawings are created in a logical and consistent format, and in a manner reflecting consistent design practice during the execution of the projects within Transnet Group Capital.

2 APPLICABILITY

2.1 This standard applies to all personnel within the Engineering and Design Services department of Transnet Group Capital, as well as external contractors and consultants appointed by Transnet Group Capital (TGC), whom are responsible for developing, creating and issuing drawings.

3 SCOPE

3.1 All engineering staff, contractors and consultants that are involved in the production of drawings for TGC, will be issued with this standard and must ensure compliance. It is noted that where fabrication shop details are required, it is not necessary for the contractor to comply with these standards and their own CAD packages may be used.

3.2 General drawing practice shall comply with current discipline-specific South African Standards.

3.3 In certain cases clients may prescribe standards different from this document.

4 REFERENCE DOCUMENTS

Item	Document Number	Description
[1]	ISO 9001	Quality management systems-Requirements
[2]	SANS 10144	Detailing of steel reinforcement for concrete
[3]	SANS 10143	Building Drawing Practice
[4]	SANS 1044-2	Welding Part II: Symbols

[5]	SANS 10111	Engineering Drawing Part 1,2 and 3
[6]	SANS 282	Bending dimensions of bars for concrete reinforcement
[7]	SYS-P-0001	Transnet Programme Numbering/Codification Procedure
[8]	BS 3939	Graphical symbols for electrical power, telecommunications and electronic diagrams
[9]	BBB0041	Preparation of Drawings for Transnet Freight Rail
[10]	BBB4354	Preparation of Signal Drawings
[11]	BBD 5371	CAD Standard for technical Documentation
[12]	CSE Z 148	Symbols for Signalling
[13]	ENG-P-0105	Engineering Drawings
[14]	ENG-GL-0103	Revision of Technical Documents
[15]	SANS NRS 1002	Graphical symbols for Electrical Diagrams
[16]	South African Institute of Steel Construction (SAISC) Standard	South African Institute of Steel Construction (SAISC) Standard
[17]	Transnet Bridge Code 1983	Transnet Bridge Code 1983

5 DEFINITIONS

Asset: Refers to physical assets such as structures, production and service plant, power, water and waste treatment facilities, distribution networks, transport systems, buildings and other physical assets that a company owns in order to generate revenue.

Infrastructure: Refers to assets that are developed for public sector, utilities, property and transport systems.

Client: Any Transnet body requesting project services from TGC. Any Operating Division of Transnet including TGC RME Department. Any external commercial interest that interfaces with Transnet.

Engineering Manager: The Engineering resource responsible for management and coordination of engineering and design activities on a project.

Discipline Engineering Lead: The Engineer appointed to ensure the quality and compliance to regulations and performance within a discipline for any given project.

Project: Is a temporary endeavor undertaken to create a unique product, service or result (Project Management Institute).

Project Lifecycle Process: The Project Lifecycle Process (PLP) is a project development framework and methodology based on a stage-gate approach of delivering projects, which is used worldwide to mitigate risks of project overruns and failures.

Owner Requirement Specification: Verifiable requirements that define what the asset / infra-structure will do but not how the asset will do it. These requirement are viewed from the owner's perspective (in cases where the user is different from the owner).

User Requirements Specification: Verifiable requirements that define what the asset / infra-structure will do but not how the asset will do it. These requirement are viewed from the user's perspective (in cases where the user is different from the owner).

Deliverable: Is a product or service that a project produces for its customer, client, or project sponsor. It can be tangible or intangible.

Deliverable Status Matrix: This is a matrix that assigns different status on a deliverable based on its status on the workflow. Each status is also assigned certain percentage that represent the completeness of the deliverable from the beginning of the workflow.

Milestone: It is any threshold, or defined state during which a project transitions to another phase.

Technical Design Review: An event is a forum in which questions pertaining to the infra-structure or project to be designed can be answered, assumptions clarified and advice sought.

Verification: The evaluation of whether or not a product, service, or system complies with a high-level requirement, specification, or imposed condition, or regulation. It is often an internal process.

Gate Reviews: Are a critical element of the PLP Methodology in that they provide assurance at specific review points that the project under consideration is being

developed or implemented in accordance with the requirements of the methodology and its viability supports approval to proceed to the ensuing phase.

Validation: The assurance that a product, service, or system meets the needs of the customer and other identified stakeholders. It often involves acceptance testing with external customers.

6 ABBREVIATIONS

TGC:	Transnet Group Capital
SI units:	System International units
CAD:	Computer Aided Design
Eng. CoE:	Engineering Centre of Excellence
E&DS:	Engineering and Design Services
2D:	Two Dimensional
3D:	Three Dimensional
DGN:	MicroStation format graphics files and suffix
DWG:	AutoCAD format graphics files and suffix
NTS:	Not to scale

7 ACCOUNTABILITY, RESPONSIBILITY AND AUTHORITY

7.1 Administrators of the Drawing Standards are responsible for monitoring the implementation of the Standards and ensuring adherence to the Standards.

7.2 Any proposed changes to the Drawing Standards must be reviewed by the Engineering and Design Services Centre of Excellence Committee, as constituted from time to time by the General Manager, Engineering and Design Services.

7.3 Final approval vests with the General Manager E&DS.

8 PROCEDURE

8.1 This standard should be read together with Engineering Procedure ENG-P-0105: Engineering drawings.

8.2 Drawing Standard

8.2.1 Software - only the most current versions of AutoCad and Microstation are to be used.

8.2.2 Units - all drawings will conform to SI units (Systems International).

8.2.3 Language - all notes, comments and text shall be in the English language (UK Standard). All instructions on a drawing shall be in the imperative tense i.e.: "Pipe to be cut", "connection to be welded".

8.3 Templates

8.3.1 A template with all title blocks, text attributes, layer or level controls must be used when starting a new drawing. Templates are set up for each specific discipline i.e. Civil must use their specific templates, Architects their specific template etc. These discipline specific templates contain the discipline specific layer or level control.

8.3.2 Drawings/models must be done in model space. Viewports must then be created in the paper space at the required scale.

8.3.3 Notes must be done in paper space i.e. on the actual drawing sheet.

8.4 Drawing sizes

8.4.1 Long drawings, where necessary for wiring/circuit diagrams, cable run diagrams, track layouts etc. shall be prepared with widths equal to the widths of "A" series sheets, as required.

Table 1 reflects the different drawings sizes per "A" description.

Table 1: Drawing Sizes

Designation	Trimmed Sizes (mm)
A0	841 x 1189
A1	594 x 841
A2	420 x 594
A3	297 x 420
A4	210 x 297

8.5 Scales

The requirements of scale settings are as follows:

8.5.1 When using model space, the design must always be full size, i.e. active scale = 1:1.

8.5.2 The title block shall not be scaled.

8.5.3 The viewport will be created on the drawing sheet (in paper space) and scaled to the required scale, rather than trying to scale the drawing sheet to a scale.

8.5.4 In the case of non-dimensional drawings such as diagrammatic drawings, the viewport must be scaled to suit the drawing sheet.

8.5.5 Different vertical and horizontal scales may be chosen in order to exaggerate a profile or to clarify thin layers of a section.

Table 2 reflects the preferred scales.

Table 2: Preferred Scales

1:1	1:2	1:5
1:10	1:25	1:50
1:100	1:20	1:500
1:1000	1:200	1:5000
1:10000	1:2000	1:50000
1:100000	1:20000	

8.6 Text Attributes

8.6.1 All text shall be in Arial font, with a width factor of 0.7mm. Table 3 reflects the different text attributes per layer.

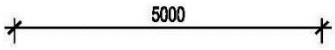
Table 3: Text Attributes

Layer	Colour	Line type	Line weight	Plot style	Use/description
T2	WHITE	CONT	0.25	MONO	General text 2.5mm
T3	YELLOW	CONT	0.35	MONO	General text 3.5mm
T5	RED	CONT	0.50	MONO	General text 5.0mm
T7	GREEN	CONT	0.70	MONO	General text 7.0mm

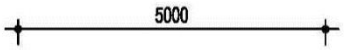
8.7 Dimensioning

8.7.1 All detailed dimensions shall be in millimetres.
8.7.2 All elevations shall be in metres up to 3 decimal places, and clearly indicated, i.e.: EL 23.000 m.
8.7.3 Co-ordinates shall be stated in metres to 3 decimal places.
8.7.4 Dimensioning must be done whilst in paper space, in an active viewport.
8.7.5 This is done so that the dimension size will always be consistent in scale i.e. it will be relative in scale to the scale that the viewport is set at.
8.7.6 Dimensions are not to be exploded.

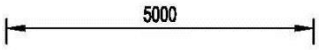
Examples:



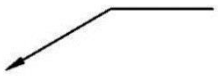
Dimension with oblique line



Dimension with dot



Dimension with arrow



Leader

8.8 Hatching

8.8.1 All hatching to be done in accordance with SANS 10143.

8.9 Layer Control

8.9.1 Standard layers with their own identities will be used in all drawings. The following categories apply:

1. Common layers (without discipline prefix)
2. Architectural layers (A_)
3. Civil layers (C_)
4. Structural layers (S_)
5. Electrical, light and power layers (E_)
6. Mechanical layers (M_)
7. Overhead Track Equipment layers (O_)
8. Signal layers (N_)
9. Telecommunications layers (V_)
10. Bridge layers (B_)
11. Water layers (W_)
12. Perway layers (P_)
13. G.I.S. / Land surveying layers

8.9.2 There are no specific layers set out in this document, save to say that text and all different objects and features must be named in its own layer.

8.9.3 Should further Layers or Levels be required the discipline specific prefix should be used.

Table 4: Common Layer Category

COMMON LAYERS						
LAYER NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
0	STANDARD LAYER	WHITE	CONT	0.25	MONO	YES
DIMS	DIMENSIONS (PER SCALE)	WHITE	CONT	0.25	MONO	YES
HATCH	GENERAL HATCHING	11	CONT	0.18	MONO	YES
HATCH-252	HATCHING IN COLOUR 252	252	CONT	DEFAULT	COLOUR	YES
HATCH-254	HATCHING IN COLOUR 254	254	CONT	DEFAULT	COLOUR	YES
T2	GENERAL TEXT 2.5mm	WHITE	CONT	0.25	MONO	YES
T3	GENERAL TEXT 3.5mm	YELLOW	CONT	0.35	MONO	YES
T5	GENERAL TEXT 5.0mm	RED	CONT	0.50	MONO	YES
T7	GENERAL TEXT 7.0mm	GREEN	CONT	0.70	MONO	YES
VPORT	VIEWPORTS IN LAYOUTS	254	CONT	DEFAULT	NORMAL	NO
FRAME	TITLE BLOCK FRAME	WHITE	CONT	0.25	MONO	YES
LOGOS	LOGO LAYER	WHITE	CONT	0.25	MONO	YES

Table 5: Architectural Layer Category

ARCHITECTURE						
LAYER NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
A_BR-N	NEW BRICKWALLS	RED	CONT	0.5	MONO	YES
A_BR-X	EXTG BRICKWALLS	YELLOW	CONT	0.35	MONO	YES
A_CONC-N	NEW CONCRETE	GREEN	CONT	0.7	MONO	YES
A_CONC-X	EXTG CONCRETE	YELLOW	CONT	0.35	MONO	YES
A_DOOR	DOORS	MAGENTA	CONT	0.18	MONO	YES
A_FIT	FITTINGS	CYAN	CONT	0.18	MONO	YES
A_FLFIN	FLOOR FINISH	8	CONT	0.13	MONO	YES
A_GRID	GRIDLINES	9	CENTRE	0.18	MONO	YES
A_HIDE	HIDDEN LINES	CYAN	HIDDEN	0.18	MONO	YES
A_PART-N	NEW PARTITIONS	BLUE	CONT	0.7	MONO	YES
A_PART-X	EXTG PARTITIONS	YELLOW	CONT	0.35	MONO	YES
A_REM	DEMOLISH/REMOVE	9	DASHED	0.18	MONO	YES
A_WIN	WINDOWS	MAGENTA	CONT	0.18	MONO	YES
G1	GENERAL 0.18	11	CONT	0.18	MONO	YES
G2	GENERAL 0.25	WHITE	CONT	0.25	MONO	YES
G3	GENERAL 0.35	YELLOW	CONT	0.35	MONO	YES
G5	GENERAL 0.5	RED	CONT	0.5	MONO	YES
G7	GENERAL 0.7	BLUE	CONT	0.7	MONO	YES
H	HATCH	11	CONT	0.18	MONO	YES

ARCHITECTURE						
LAYER NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
H-252	SOLID HATCH/INFILL	252	CONT	0.25	COLOUR	YES
H-254	SOLID HATCH/INFILL	254	CONT	0.25	COLOUR	YES
A_SITE	SITE AND LOCALITY PLANS	RED	CONT	0.18	MONO	YES
A_DIM	DIMENSIONS	RED	CONT	0.18	MONO	YES
A_BR-N2	CAVITIES	RED	CONT	0.18	MONO	YES
A_SEW	DRAINAGE PLAN	GREEN	CONT	0.40	MONO	YES
A_SW	STORMWATER PLAN &	RED	CONT	0.18	MONO	YES
A_BL	BUILDING LINE	8	HIDDEN	0.13	MONO	YES

Table 6: Civil Layer Category

CIVIL						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
C_BENCH	BENCH MARKS	WHITE	CONT	0.25	MONO	YES
C_BLD-N	PROPOSED BUILDINGS	GREEN	CONT	0.35	MONO	YES
C_BLD-X	EXISTING BUILDINGS	RED	CONT	0.18	MONO	YES
C_BRG-N	PROPOSED BRIDGES	GREEN	CONT	0.35	MONO	YES
C_BRG-X	EXISTING BRIDGES	RED	CONT	0.18	MONO	YES
C_CHAIN	CHAINGE	MAGENTA	CONT	0.15	MONO	YES
C_CONC	CONCRETE SURFACING	GREEN	CONT	0.35	MONO	YES
C_CONC-B	CONCRETE BELOW GROUND	YELLOW	DASH	0.25	MONO	YES
C_CRANE	CRANE RAILS & EQUIPMENT	YELLOW	CONT	0.25	MONO	YES
C_CULV-N	PROPOSED CULVERTS	GREEN	CONT	0.35	MONO	YES
C_CULV-X	EXISTING CULVERTS	MAGENTA	CONT	0.15	MONO	YES
C_FNC-PA-X	EXISTING FENCING- PALISADE	MAGENTA	FENCE2	0.15	MONO	YES
C_FNC-PC-X	EXISTING FENCING- PRECAST	MAGENTA	DIVIDE	0.15	MONO	YES
C_FNC-ST-X	EXISTING FENCING-	CYAN	FENCE3	0.25	MONO	YES
C_FNC-PA-N	FENCING-PALISADE	YELLOW	FENCE2	0.25	MONO	YES
C_FNC-PC-N	FENCING-PRECAST CONCRETE	YELLOW	DIVIDE	0.25	MONO	YES
C_FNC-ST-N	FENCING-STEEL/WIRE	YELLOW	FENCE3	0.25	MONO	YES
C_FORM-N	PROPOSED FORMATION	4	CONT	0.70	MONO	YES
C_FORM-X	EXITING FORMATION	41	CONT	0.25	MONO	YES
C_GRID	GRID LINES	251	CONT	0.01	MONO	YES
C_GR-LN	GROUND LINE	MAGENTA	DASH	0.15	MONO	YES
C_KERB-N	PROPOSED KERBING	GREEN	CONT	0.35	MONO	YES
C_KERB-X	EXISTING KERBING	MAGENTA	CONT	0.15	MONO	YES
C_PAV	PAVING	WHITE	CONT	0.25	MONO	YES
C_PREM	PREMIX SURFACING	YELOW	CONT	0.25	MONO	YES
C_RD-M	PROPOSED ROAD MARKINGS	WHITE	CONT	0.25	MONO	YES

CIVIL						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
C_RD-N	EXISTING ROAD MARKINGS	251	CONT	0.01	MONO	YES
C_REM	REMOVED/DEMOLISHED CIVIL	251	HIDDEN	0.01	MONO	YES
C_RES	RESERVOIRS	YELLOW	CONT	0.25	MONO	YES
C_RET	RETAINING STRUCTURES	GREEN	CONT	0.35	MONO	YES
C_SERV	SERVITUDES	93	DASHED2	0.25	MONO	YES
C_SEW-N	PROPOSED SEWER	40	DASH/DOT	0.50	MONO	YES
C_SEW-X	EXISTING SEWER	41	DASH/DOT	0.25	MONO	YES
C_SHORE	SHORE LINE, QUAY WALLS	CYAN	CONT	0.25	MONO	YES
C_SIGN-N	PROPOSED SIGNAGE	WHITE	CONT	0.25	MONO	YES
C_SIGN-X	EXISTING SIGNAGE	251	CONT	0.01	MONO	YES
C_SW-N	PROPOSED STORMWATER	150	DIVIDE	0.50	MONO	YES
C_SW-TXT-	PROPOSED STORMWATER	2	CONT	0.25	MONO	YES
C_SW-X	EXISTING STORMWATER	151	DIVIDE	0.25	MONO	YES
C_SW-TXT-	EXISTING STORMWATER TEXT	MAGENTA	CONT	0.15	MONO	YES
C_STEEL	STEEL STRUCTURES	YELLOW	CONT	0.25	MONO	YES
C_SLEV	SLEEVE PIPES	WHITE	DASH	0.25	MONO	YES
C_TR-CUR	CURVE DATA	WHITE	CONT	0.25	MONO	YES
C_TR-N	PROPOSED RAIL TRACKS	CYAN	CONT	0.5O	MONO	YES
C_TR-X	EXISTING RAIL TRACKS	251	CONT	0.01	MONO	YES
C_TR-T	TEMPORARY RAIL TRACKS	YELLOW	CONT	0.25	MONO	YES
C_TUN-N	PROPOSED TUNNELS	102	DASH	0.70	MONO	YES
C_TUN-X	EXISTING TUNNELS	101	DASH	0.25	MONO	YES
C_WR-N	PROPOSED WATER	80	BORDER	0.50	MONO	YES
C_WR-X	EXISTING WATER	81	BORDER	0.25	MONO	YES
C_BB	BANK BOTTOM EXISTING	35	HIDDEN	0.25	MONO	YES
C_BT	BANK TOP EXISTING	35	DASHED	0.25	MONO	YES
C_BA	BANK BATTER EXISTING	35	CONT	0.25	MONO	YES
C_BB-N	BANK BOTTOM NEW	41	HIDDEN	0.25	MONO	YES
C_BT-N	BANK TOP NEW	41	DASHED	0.25	MONO	YES
C_BA-N	BANK BATTER NEW	41	CONT	0.25	MONO	YES
C_SHORE	SHORE LINE	CYAN	CONT	0.25	MONO	YES
C_QUAY	QUAY WALL	GREEN	CONT	0.25	MONO	YES
C_FIRE-E	FIRE EQUIPMENT	RED	CONT	0.25	MONO	YES
C_FIRE-P	FIRE SUPPLY PIPING	RED	DASHDOT	0.25	MONO	YES

Table 7: Structures Layer Category

STRUCTURES						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
S_STEEL1	DETAIL1:5/1:10	GREEN	CONT	0.7	MONO	YES
S_STEEL2	PLAN/SECT/ELEV	WHITE	CONT	0.5	MONO	YES
S_STEEL3	DET/PLAN/SECT	YELLOW	DASHED	0.25	MONO	YES
S_STEEL4	DETAIL1:2	CYAN	CONT	1.2	MONO	YES
S_STEEL5	PLAN/SECT/ELEV	RED	CONT	0.18	MONO	YES
S_STEEL6	PLAN/SECT/ELEV	RED	DASHED	0.18	MONO	YES
S_STEEL7	PLAN/SECT/ELEV	RED	CENTRE	0.18	MONO	YES
S_STEEL8	DETAILS	YELLOW	DASHED	0.25	MONO	YES
S_STEEL9	EXISTING	RED	DASH/DOT	0.18	MONO	YES
S_STEEL10	EXISTING	YELLOW	DASH/DOT	0.25	MONO	YES
S_STEEL11	PLAN/SECT/ELEV	YELLOW	CONT	0.25	MONO	YES
S_STEEL12	PLAN/SECT/ELEV	YELLOW	CENTRE	0.18	MONO	YES
S_STEEL13	DETAILS	WHITE	DASHED	0.05	MONO	YES
S_CONC1	FOUND/PLAN	GREEN	CONT	0.7	MONO	YES
S_CONC2	REBAR DETAIL	GREEN	CONT	0.7	MONO	YES
S_CONC3	REBAR FOUND	YELLOW	CONT	0.25	MONO	YES
S_CONC4	REBAR FOUND	YELLOW	DASHED	0.25	MONO	YES
S_CONC5	REBAR FOUND	WHITE	CONT	0.5	MONO	YES
S_CONC6	REBAR FOUND	WHITE	DASHED	0.5	MONO	YES
S_CONC7	REBAR FOUND	RED	CENTRE	0.18	MONO	YES
S_CONC8	REBAR FOUND	BLUE	CONT	1.0	MONO	YES
S_WALLS	WALLS	RED	CONT	0.18	MONO	YES
S_HATCH	PROPOSED HATCH	8	CONT	0.01	MONO	YES
S_HATCH EX	EXISTING HATCH	15	Cont	0.065	MONO	YES
S_SLABLINE	SLAB LINE	MAGENTA	Cont	0.18	MOMO	YES
S_REBAR	REBAR	CYAN	CONT	0.50	MONO	YES
S_COLUMN	COLUMN PLAN	GREEN	CONT	0.35	MONO	YES
S_CONC	CONCRETE SECTION	CYAN	CONT	0.5	MONO	YES
S_CONC	CONCRETE SECTION HATCH	8	CONT	0.01	MONO	YES
S_REBAR	REBAR SECTION	RED	CONT	0.18	MONO	YES
S_DIMENSIO	DIMENSION	RED	CONT	0.18	MONO	YES
S_BEAM_DS	BEAM DS	BLUE	CONT	0.7	MONO	YES
S_BEAM_US	BEAM US	BLUE	CONT	0.7	MONO	YES

Table 8: Electrical, Lighting and Power Layer Category

ELECTRICAL, LIGHTING AND POWER						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
E_CABLE	ELECTRICAL CABLES BELOW SURFACE	222	ELEC-1	0.35	MONO	YES
E_CDUCT	DOWN CONDUCTORS	BLUE	CONT	0.70	MONO	YES
E_COND	CONDUITS	WHITE	DASH	0.25	MONO	YES
E_DBOARD	DISTRIBUTION BOARDS	YELLOW	CONT	0.35	MONO	YES
E_EARTH	EARTH SPIKE	RED	CONT	0.50	MONO	YES
E_EX	EXISTING ELECTRICAL	9	CONT	0.18	SCREEN60	YES
E_LUM	LUMINAIRES	RED	CONT	0.50	MONO	YES
E_PSKIRT	POWER SKIRTING	245	DASH	2.00	MONO	YES
E_REM	REMOVED/OBSOLETE ELEC ITEMS	CYAN	DASH	0.25	MONO	YES
E_SW-SOC	LIGHT SWITCHES, SOCKET OUTLETS	WHITE	CONT	0.25	MONO	YES
E_WIRE	ELECTRICAL WIRING	YELLOW	CONT	0.35	MONO	YES
E_ELP	ELECTRICAL LIGHT POLE	RED	CONT	0.25	MONO	YES
E_HLM	HIGH LIGHT MAST	RED	CONT	0.25	MONO	YES

Table 9: Mechanical Layer Category

MECHANICAL						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
M_AIRCON	AIRCONDITIONERS	MAGENTA	CONT	0.25	MONO	YES
M_DUCT	AIRCON DUCTING	WHITE	CONT	0.25	MONO	YES
M_FANS	EXTRACTOR & CEILING FANS	CYAN	CONT	0.25	MONO	YES

Table 10: Overhead Track Equipment Layer Category

OVERHEAD TRACK EQUIPMENT						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
O_STRC-X	EXISTING STRUCTURES	WHITE	CONT	0.25	MONO	YES
O_STRC-N	PROP. STRUCTURES	RED	CONT	0.50	MONO	YES
O_MOFF-X	EXISTING MAKE OFF WIRES	WHITE	CONT	0.70	MONO	YES
O_MOFF-N	PROP MAKE OFF WIRES	RED	CONT	0. 50	MONO	YES
O-EARTH-X	EXISTING EARTH WIRE	WHITE	CONT	0.18	MONO	YES
O-EARTH-N	PROP EARTH WIRE	BLUE	DASH	0.30	MONO	YES
O-TLINE-X	EXISTING TRANS -MISSION LINE	WHITE	CONT	0.50	MONO	YES
O-TLINE-N	PROP TRANS -MISSION LINE	GREEN	CONT	0.35	MONO	YES
O_NEG RET-	EXISTING NEG. RETURN	WHITE	C-DOT	0.35	MONO	YES
O_NEG RET-	PROP NEG. RETURN	BLUE	C-DOT	0.50	MONO	YES

Table 11: Signals Layer Category

SIGNALS (Refer to Specification for Preparation of Signal Drawings – BBB4354)

Table 12: Telecommunications Layer Category

TELECOMMUNICATIONS						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
V_CBL-N	PROPOSED COMMS CABLES	202	PHANTOM	0.70	MONO	YES
V_CBL-X	EXISTING COMMS CABLES	201	PHANTOM	0.25	MONO	YES
V_NAV	NAVIGATION EQUIPMENT	214	CONT	0.25	MONO	YES
V_OPTIC-N	PROPOSED FIBER OPTIC CABLE	192	PHANT2	0.70	MONO	YES
V_OPTIC-X	EXISTING FIBRE OPTIC CABLE	191	PHANT2	0.25	MONO	YES
V_PNT-N	PROPOSED VOICE/DATA POINT	YELLOW	CONT	0.35	MONO	YES
V_PNT-X	EXISTING VOICE/DATA POINT	9	CONT	0.18	MONO	YES
V_REM	REMOVED/OBSOLETE COMMS ITEMS	CYAN	DASH	0.25	MONO	YES

Table 13: Bridge and Marine Layer Category

BRIDGE/MARINE						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
B_ABUT	ABUTMENT	GREEN	CONT	0.5	MONO	YES
B_BOL	BOLLARD	GREEN	CONT	0.5	MONO	YES
B_BORE	BOREHOLES	YELLOW	CONT	0.25	MONO	YES
B_CENT	CENTRE LINE	RED	CENTRE	0.18	MONO	YES
B_CONC	CONCRETE	GREEN	CONT	0.5	MONO	YES
B_CONTH	CONCRETE THIN	RED	CONT	0.18	MONO	YES
B_CONTHK	CONCRETE THIC	GREEN	CONT	0.5	MONO	YES
B_CONMED	CONCRETE MED	YELLOW	CONT	0.25	MONO	YES
B_CONHIDTH	CONC HIDE THIN	RED	DASHED	0.18	MONO	YES
B_CONHIDTH	CONC HIDE THIC	YELLOW	DASHED	0.25	MONO	YES
B_CONCHIDM	CONC HIDE MED	WHITE	DASHED	0.35	MONO	YES
B_CONCHAT	CONC HATCH	RED	CONT	0.18	MONO	YES
B_CONCSHAD	CONC SHADE	11	GREYSCAL		GREY	YES
B_CONCSHAD	CONC SHADE	12	GREYSCAL		GREY	YES
B_CONCSHAD	CONC SHADE	13	GREYSCAL		GREY	YES
B_CONCPIPE	CONC PIPES	WHITE	CONT	0.35	MONO	YES
B_CONTT	CONTOUR INTER	RED	CONT	0.18	MONO	YES
B_CONTMN	CONTOUR MAIN	YELLOW	CONT	0.25	MONO	YES
B_CADAS	CADASTRALS	RED	CONT	0.18	MONO	YES

BRIDGE/MARINE						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
B_CAISS	CAISSONS	WHITE	CONT	0.35	MONO	YES
B_COORD	COORDINATES	YELLOW	CONT	0.25	MONO	YES
B_DECK	DECK SLAB	WHITE	CONT	0.35	MONO	YES
B_EXIST	EXISTING	RED	CONT	0.18	MONO	YES
B-FEND	FENDERS	WHITE	CONT	0.35	MONO	YES
B_FIREHYD	FIRE HYDRANT	WHITE	CONT	0.35	MONO	YES
B_GRID	GRID LINES	RED	CENTRE	0.18	MONO	YES
B_HAND	HANDRAILING	WHITE	CONT	0.35	MONO	YES
B_KEYPL	KEY PLAN	YELLOW	CONT	0.25	MONO	YES
B_LOGRID	LO GRIDLINES	RED	CONT	0.18	MONO	YES
B_MANH	MANHOLES	WHITE	CONT	0.35	MONO	YES
B_MASCAP	MASS CAPPING	WHITE	CONT	0.35	MONO	YES
B_PAVE	PAVING	WHITE	CONT	0.35	MONO	YES
B_PARA	PARAPETS	WHITE	CONT	0.35	MONO	YES
B_PCBEAM	PC BEAMS	WHITE	CONT	0.35	MONO	YES
B_PIER	PIERS	WHITE	CONT	0.35	MONO	YES
B_REINFTHN	REBAR THIN	RED	CONT	0.18	MONO	YES
B_REINFTHC	REBAR THICK	GREEN	CONT	0.5	MONO	YES
B_REINFMED	REBAR MEDIUM	WHITE	CONT	0.35	MONO	YES
B_REINFHIDT	REBAR HIDE THN	RED	DASHED	0.18	MONO	YES
B_REINFHIDM	REBAT HIDE MED	YELLOW	DASHED	0.25	MONO	YES
B_REINFDIM	REBAR DIMENS	RED	CONT	0.18	MONO	YES
B_STEEL	STEEL WORKS	WHITE	CONT	0.35	MONO	YES
B_SLTDRAIN	SLOT DRAIN	WHITE	CONT	0.35	MONO	YES
B_WGS	WGS84 GRID	RED	CONT	0.18	MONO	YES
B_WWALL	WING WALLS	WHITE	CONT	0.35	MONO	YES
B_RETWALL	RETAIN WALL	WHITE	CONT	0.35	MONO	YES
B_GEN1	GENERAL 0.18	RED	CONT	0.18	MONO	YES
B_GEN2	GENARAL 0.25	YELLOW	CONT	0.25	MONO	YES
B_GEN3	GENERAL 0.35	WHITE	CONT	0.35	MONO	YES
B_GEN4	GENERAL 0.5	GREEN	CONT	0.5	MONO	YES
B_GEN5	GENERAL 0.7	CYAN	CONT	0.7	MONO	YES

Table 14: Water Layer Category

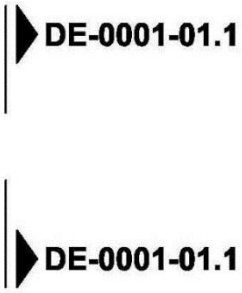
WATER (CIVIL)						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
W_PROP1	OIL SEP/BLDGS	GREEN	CONT	0.5	MONO	YES
W_PROP2	STRUCTURES	GREEN	DASHED	0.5	MONO	YES
W_PROP3	PIPES	WHITE	CENTRE	0.5	MONO	YES
W_REBAR1	LAYOUT	WHITE	CONT	0.7	MONO	YES
W_REBAR2	REINFORCING	BLUE	CONT	0.7	MONO	YES
W_REBAR3	REINFORCING	BLUE	DASHED	0.7	MONO	YES
W_REBAR4	LAYOUT	WHITE	DASHED	0.7	MONO	YES

Table 15: Perway Layer Category

PERWAY LAYERS						
NAME	**DESCRIPTION**	**COLOUR**	**LINE TYPE**	**LINE WEIGHT**	**PLOT STYLE**	**PLOT**
P_CAT-G	CATTLE GRID	GREEN	CONT	0.25	MONO	YES
P_GEOT	GEOTECHNICAL DATA	WHITE	CONT	0.25	MONO	YES
P_GR-LAY	LAYERWORKS	35	CONT	0.25	MONO	YES
P_TACHY-T	TACHY TEXT	WHITE	CONT	0.25	MONO	YES
P_TACHY-L	TACHY LEVEL	WHITE	CONT	0.25	MONO	YES
P_TACHY-L	TACHY POINTS	WHITE	CONT	0.25	MONO	YES
P_RD-G	ROAD GRAVEL	41	DASHED	0.25	MONO	YES
P_RD-M	ROAD MAIN	WHITE	CONT	0.25	MONO	YES
P_RD-S	ROAD SIGNS	WHITE	CONT	0.25	MONO	YES
P_TR-DES	TRACK DESIGN	RED	CONT	0.25	MONO	YES
P_TR-CO	TRACK CO-ORDS	WHITE	CONT	0.25	MONO	YES
P_TR-F	TRACK FUTURE	ORANGE	CONT	0.25	MONO	YES
P_TR-C	TRACK CENTRE LINE	WHITE	CENTER	0.25	MONO	YES
P_TR-TO	TRACK TURNOUTS	WHITE	CONT	0.25	MONO	YES
P_TR-UP	TRACK UPLIFT	252	HIDDEN	0.25	MONO	YES
P_TR-S	TRACK SLEEPERS	WHITE	CONT	0.25	MONO	YES
P_TR-R	TRACK RAILS	WHITE	CONT	0.25	MONO	YES
P_TR-EQ	TRACK EQUIPMENT	WHITE	CONT	0.25	MONO	YES
P_TR-SUR	TRACK SURVEYED	WHITE	CONT	0.25	MONO	YES
P_TEL-T	CABLE ROUTE TELCOM	201	PHANTOM	0.25	MONO	YES
P_TEL-N	CABLE ROUTE NEOTEL	201	DIVIDE	0.25	MONO	YES
P_TEL-TR	CABLE ROUTE TRANSNET	201	DASHDOT	0.25	MONO	YES
P_SUBS-D	SUBSOIL DRAIN, GEOFABRIC,	111	CONT	0.25	MONO	YES

8.10 Section Lines

8.10.1 Section lines are to be as below. They are to be inserted as a block from the symbols library.



8.11 North Point

8.11.1 The North Point below is to be used. It is to be inserted as a block from the symbols library.

8.12 The Title Block

8.12.1 The Title Block must reflect the following information:

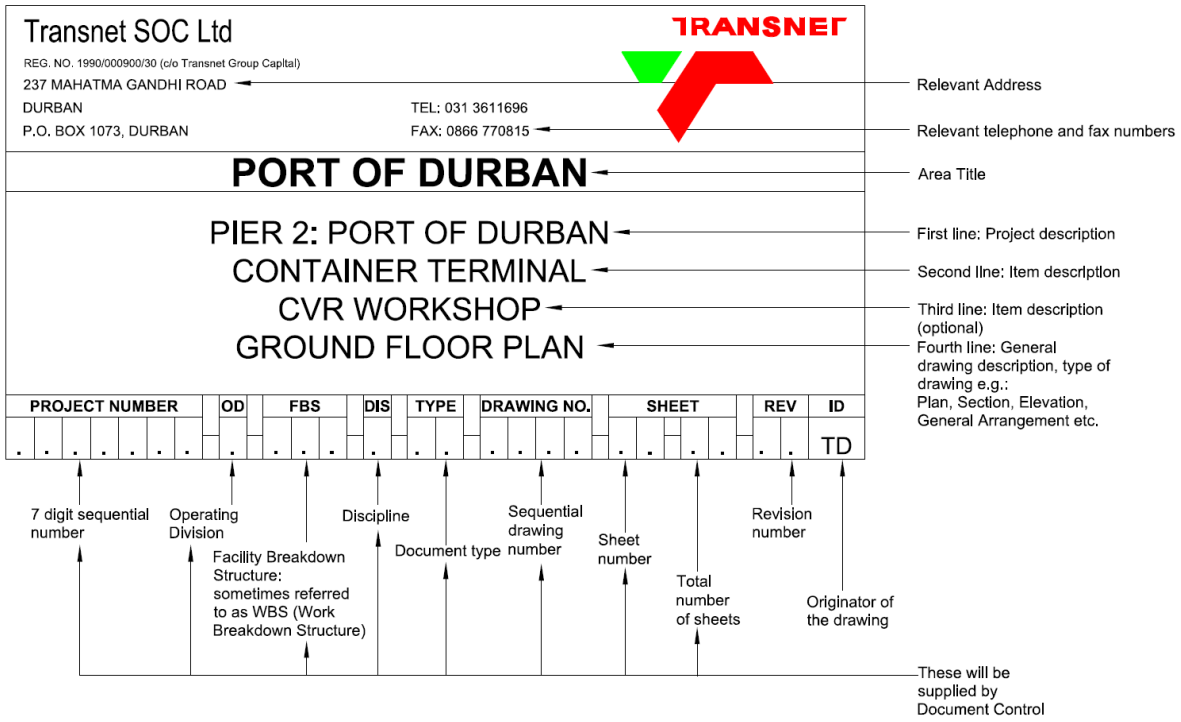


Figure 1: Title Block Format

8.13 Fields in the Signature Block

The Fields in the title block must reflect the following:

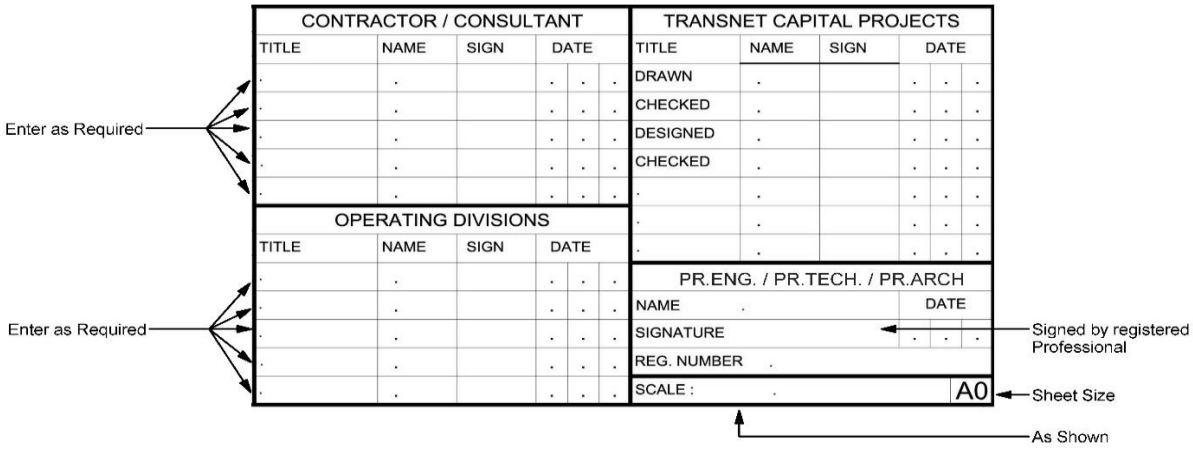


Figure 2: Fields in the Signature Block

8.14 Revised Drawings

8.14.1 All amendments to drawings must be clearly referenced and indicated on the original drawing together with the draughtperson's name and date.

8.14.2 The amendment block has provision for a checker's signature, an approval signature and a date.

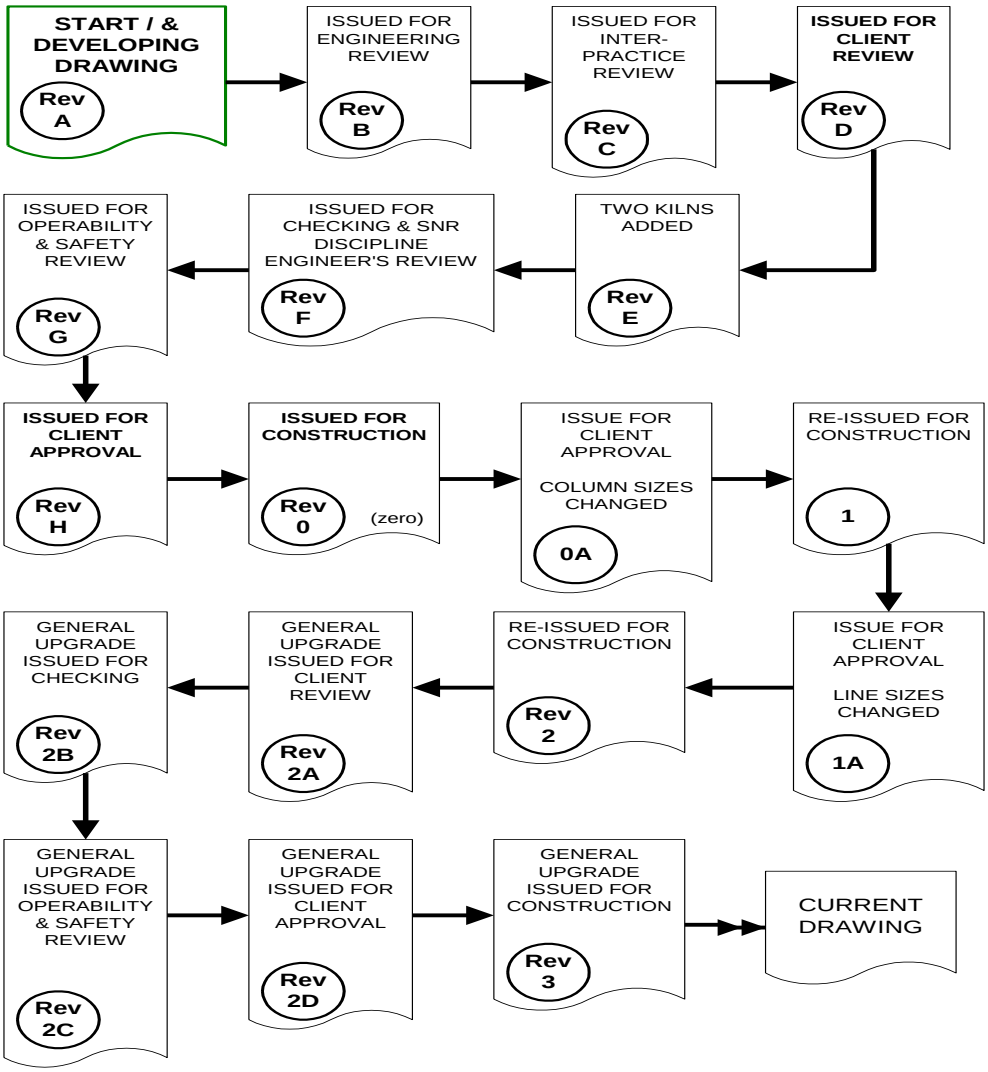


Fig 3: Drawing Numbering Sequence

Drawings and amendments to drawings shall be indexed as follows and as reflected in Fig. 3 above:

8.14.3 Internal TGC and Client issue (Squad Checks, Client Approval/s, Gate Review) and Issued for Tender shall be in alphabetical sequence marked with the applicable review description.

8.14.4 Construction drawings: No. to be numerical ie.: 0, 1, 2, 3 etc.

8.14.5 As built drawings: ZZ

8.14.6 All drawings shall have the revision raised to the next applicable revision reference (as stated above) which shall be inserted in the revision box of the drawing title block before any drafting is started.

8.14.7 Previously revised drawings to be saved as and re-named to reflect the current revision number. Revisions to be noted from bottom to top and previous revision clouds to be removed from drawings.

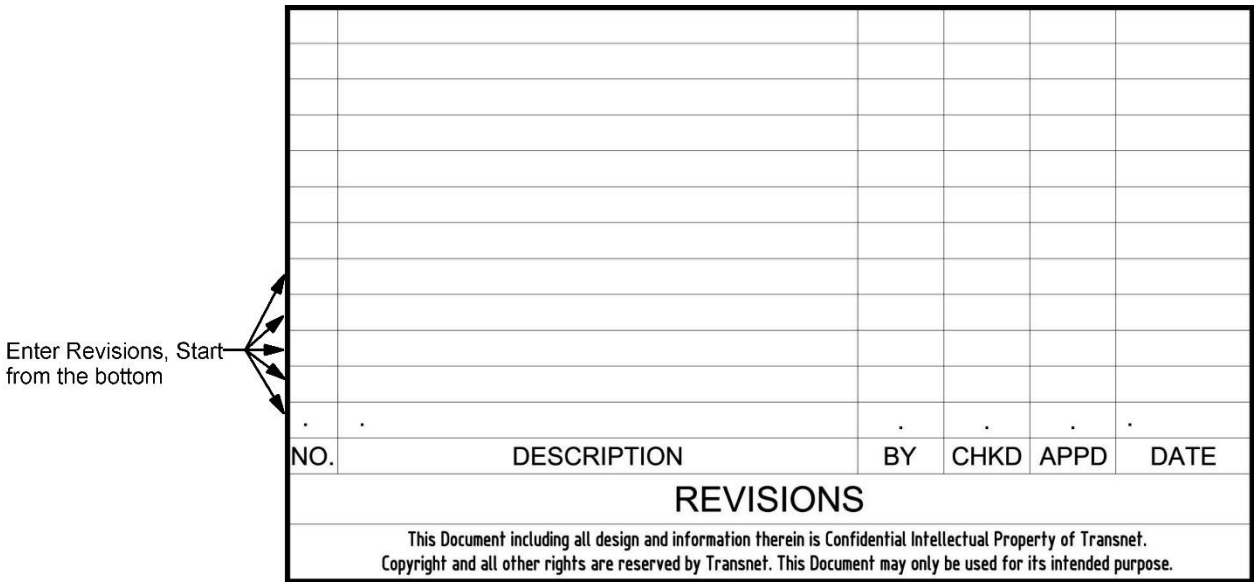


Figure 4: Revisions in the Title Block

8.15 Revision & Hold Clouds

8.15.1 All revised aspects on a drawing must be annotated by means of a "Revision" cloud wherever practical and a triangle with the revision number therein.

8.15.2 "Hold" clouds should be used wherever applicable and practical to indicate hold status within the drawing.

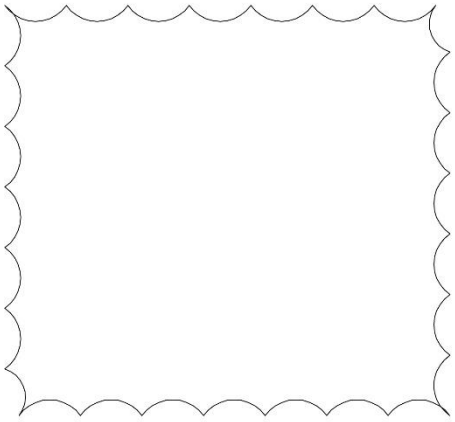


Figure 5: "Hold" Cloud

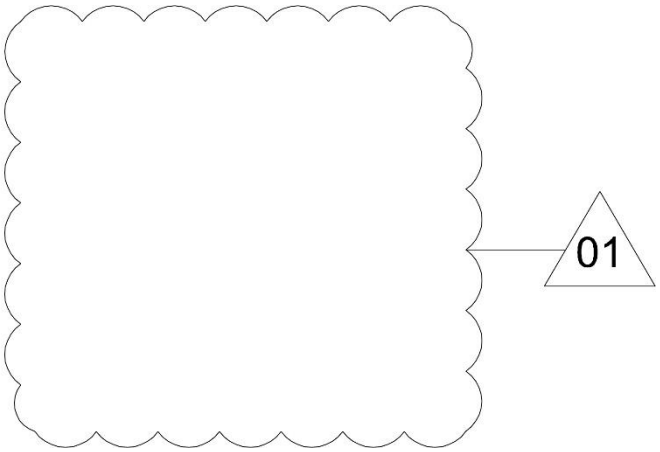


Figure 6: "Revision" Cloud

8.16 Reference Drawings

Drawing number as reflected in drawing title.

Drawing description as per general drawing description in title block.

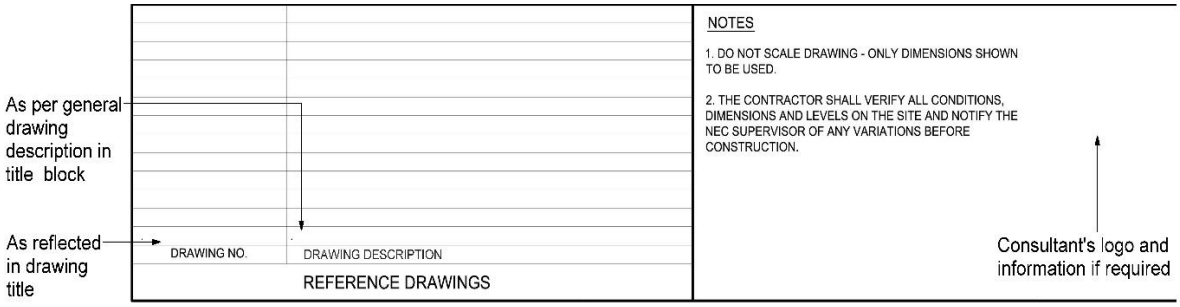


Figure 7: Reference Drawings

8.17 Key Plan usage

8.17.1 Key plans for different areas in the project are provided and should be referenced in. This approach allows any changes to the key plan to appear immediately on all drawings plotted from that point on.

Note: The drawing subject area is to be hatched on the current drawing.

8.18 Symbols and abbreviations

8.18.1 For Standard symbols Refer to:

- SANS 10143: Building drawing practice
- BBB0041: Preparation of drawings for Transnet Freight Rail
- SANS 1044: Welding Part II: Symbols
- BS 3939: Graphical symbols for electrical power, telecommunications and electronic diagrams
- Z148: Symbols for Signalling

8.18.2 If it is necessary to use symbols which are not standard national symbols, or located on the Transnet template, a new symbol may be created with its description tabled on the applicable drawing.

8.19 Identification of Views

All views shall be identified in the following format:

8.19.1 The two main forms of projection shall be used namely third and first angle projection.

8.19.2 Indicate scale only if scale varies from title block scale.

8.19.3 Reference to a drawing where a section or a detail was taken is required if the view is shown on another drawing.

8.19.4 Letters shall be used for details. Numbers shall be used for elevations and sections. Do not use letters "I" and "O"

Table 16: Identification of Views

Type	Format	Example
Details	Alpha	DETAIL A
Section	Numeric	SECTION 1
View	Alpha	VIEW X
Items	Alpha	ITEM A – TROLLEY FRAME

9 RECORDS

9.1 All documents generated under this procedure, shall be retained in terms of the Document Management Procedure for Records Retention Archiving of Hard Copy Documents – DOC-P-0013.

10 REVIEW CYCLE

This document to be reviewed within:

6 months	
1 year	
2 years	
3 years	X

11 ANNEXURES

Not Applicable.

1. Purpose **1**

2. Background **1**

3. Definitions **2**

4. Abbreviations **6**

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The Scope of Work for this Contract includes the following **7**

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8. Transnet TIMS Policy Commitment Statement **9**

9. Contractor Health and Safety Policy **9**

10. Hazard Identification and Risk Assessment (OHS Act, Constr. Regulations 9) **10**

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1. Purpose

This Project health and safety specifications identifies and outlines the working behaviours and safe work practices that are expected of the contractors, consultant, visitors and suppliers, that will be undertaking activities associated with the Design, supply, delivery, installation, and commissioning of Perimeter Fencing the Port of Durban Point Car Terminal (MPT), Agri-Port Terminal and Maydon Wharf Terminal

The specification has been developed in accordance with the requirements of the Occupational Health and Safety Act and its Regulations, mainly Construction Regulation 5(1)(b) as well as any other applicable legislation.
The Contractor must comply with this Client's health and safety specifications and related legislation and address it in their site specific health and safety plan. It is the principal contractor's responsibility to ensure that all sub-contractors comply fully with all legal requirements as well as the requirements of this specification.

This Project Health and Safety Specifications will be reviewed and updated periodically and/or as and when necessary) to address and / or include:

- Changes in legislation;
- Client requirements;
- Leading practices; and
- Lessons learnt from incidents.

2. Background

Port of Durban Bulk, Break Bulk and Car Terminal (BBC Terminal) is made up of Point Terminal, Agri-Port Terminal, and Maydon Wharf Terminal. They are used for import and export purposes, as a storage area for bulk cargo, breakbulk cargo, and cars. The Terminals are physically enclosed with a fence along the perimeters for security purposes, safeguarding of commodities, life, properties, TPT assets, and provision of a physical barrier to prevent stowaway instances.

The requirements specified in this Project Health and Safety Specifications are applicable to the Contractor as well as any contractors, suppliers, Consultant, Vendors and Visitors that may be appointed by or on behalf of Transnet as an Employer at Point Car Terminal (MPT), Agri-Port and Maydon Wharf Terminal. It is the Principal contractor's responsibility to ensure that all contractors and suppliers comply fully with all legal requirements as well as the requirements of this health and safety specification.

3. Definitions

Acceptable Risk
A risk that has been reduced to a level that can be tolerated having regard for the applicable legal requirements and the Health and Safety Policy adopted for the project.

ALARP (As Low As Reasonably Practicable)
The concept of weighing a risk against the sacrifice needed to implement the measures necessary to avoid the risk. With respect to health and safety, it is assumed that the measures should be implemented unless it can be shown that the sacrifice is grossly disproportionate to the benefit.

Applicant (Permit to Work)
A person requesting permission to perform work for which a Permit to Work is required. Applicants must be authorised (in writing) to receive (or accept) Permits to Work and must be competent to do so by virtue of their training, experience and knowledge of the area or plant in which the work is to be performed.

Authorised Person (Permit to Work)
A person (typically a Project employee or an employee of the client) who has been authorised (in writing) by the client representative to issue Permits to Work within the scope of his designation. A person may only be appointed to issue Permits to Work if he has undergone training and has been assessed and found competent in systems, plant and equipment operation within the scope of his designation.

Barricade
A temporary structure that is erected as a physical barrier to prevent persons from inadvertently coming into contact with an identified hazard.

Benching
The creation of a series of steps in the sides of an excavation to prevent collapse.

Consequence
The outcome of an event expressed qualitatively or quantitatively.

Principal contractor
An employer performing construction work, or providing related or supporting services, on a project site.

Competent Person
A person who has in respect of the work or task to be performed the required knowledge, training, experience and as per act cr2014.

Construction Supervisor
A competent person responsible for supervising construction activities on a construction site

Clearance Certificate
A signed declaration by an Isolation Officer that a specified hazardous energy source associated with a particular system, plant or item of equipment has been isolated in accordance with an approved Isolation and Lockout Procedure.

Excavation
Any man-made cut, cavity, pit, trench, or depression in the earth's surface formed by removing rock, sand, soil or other material using tools, machinery, and / or explosives. Tunnels, caissons and cofferdams are specifically excluded and are not addressed in this standard.

First-Aid Injury (FA)
A first-aid injury is any one time treatment and any follow up visit for observation of minor scratches, cuts, burns, splinters and the like which do not normally require medical care. Such treatment is considered to be first aid even if administered or supervised by a medical practitioner.
First aid includes any hands on treatment given by a first aider. (E.g. Band-Aid, washing, cleansing, pain, relief).
The following procedures are generally considered first aid treatment:

- Application of Antiseptics.
- Application of Butterfly adhesive dressing or sterile strips for cuts and lacerations.
- Administration of tetanus shot(s) or booster(s). However, these shots are often given in conjunction with more serious injuries, consequently injuries requiring these shots may be recordable for other reasons.
- Application of bandages during any visit to medical personnel.
- Application of ointments to abrasions to prevent drying or cracking.
- Inhalation of toxic or corrosive gas, limited to the removal of the employee to fresh air or the one time administration of oxygen for several minutes.
- Negative X-Ray diagnosis.
- Removal of foreign bodies not embedded in the eye if only irrigation is required.
- Removal of foreign bodies from a wound if procedure is uncomplicated, for example by tweezers or other simple technique.
- Treatment for first degree burns.
- Use of non-prescription medications and administration of single dose of prescription medication on first visit for any minor injury or discomfort.

Hazard
A source of potential harm in terms of human injury or ill health, or a combination of these.

Hierarchy of Controls
A sequence of control measures, arranged in order of decreasing effectiveness, used to eliminate or minimise exposure to workplace health and safety hazards:

- Elimination – Completely removing a hazard or risk scenario from the workplace.
- Substitution – Replacing an activity, process or substance with a less hazardous alternative.

- Isolation (Engineering) Controls – Isolating a hazard from persons through the provision of mechanical aids, barriers, machine guarding, interlocks, extraction, ventilation or insulation.
- Administrative Controls – Establishing appropriate policies, procedures and work practices to reduce the exposure of persons to a hazard. This may include the provision of specific training and supervision.
- Personal Protective Equipment – Providing suitable and properly maintained PPE to cover and protect persons from a hazard (i.e. Prevent contact with the hazard).

Incident (Occurrence)
An event (or a continuous or repetitive series of events) that results or has the potential to result in a negative impact on people (employees, Principal contractors and visitors), the environment, operational integrity, assets, community, process, product, legal liability and / or reputation.

Likelihood
A description of probability or frequency, in relation to the chance that an event will occur.

Lost Time Injury (LTI)

Any occurrence that resulted in a permanent disability or time lost from work of one day/shift or more.

If an employee is injured and cannot return to work in the next shift (will ordinarily miss one whole shift), and the department brings the employee in to only receive treatment by the Supervisor/ Return to Work Coordinator in that shift, this is still considered an LTI.

Lost Time Injury Frequency Rate (LTIFR) - Number of LTI's multiplied by 1 million or 200,000 and divided by labour hours worked.

Light Vehicle

A vehicle that:

- Can be licensed and registered for use on a public road;
- Has four or more wheels, and seats a maximum of 12 adults (including the driver);
- Requires the driver to hold only a standard civil driving licence; and
- Does not exceed 4.5 tonnes gross vehicle mass (GVM), which is the maximum loaded mass of the motor vehicle as specified by:
  - The vehicle's manufacturer; or
  - An approved and accredited automotive engineer, if the vehicle has been modified to the extent that the manufacturer's specification is no longer appropriate.

Examples of light vehicles include passenger cars, four-wheel drive vehicles, sports utility vehicles (suvs), pick-ups, minibuses, and light trucks.

Any vehicle falling outside of this definition must be considered mobile equipment.

Medical Treatment Injury (MTI)

A work injury requiring treatment by a Medical Practitioner and which is beyond the scope of normal first aid including initial treatment given for more serious injuries. The procedure is to be of an invasive nature (e.g. Stitches, removal of foreign body).

The following procedures are generally considered medical treatment:

- Application of sutures (stitches).
- Cutting away dead skin (surgical debridement).
- Loss of consciousness due to an injury or exposure in the work environment.
- Positive X-Ray diagnosis (fractures, broken bones etc.).
- Removal of foreign bodies embedded in the eye.
- Removal of foreign bodies from the wound by a physician due to the depth of embedment, size or shape of object or the location wound.
- Reaction to a preventative shot administered because of an occupational injury.
- Sprains and strains - series (more than one) of hot and cold soaks, use of whirlpools, diathermy treatment or other professional treatment.
- Treatment of infection.
- Treatment for second or third degree burns
- Use of prescription medications (except a single dose administered on first visit for minor injury or discomfort.)

Mobile Equipment

A vehicle (wheeled or tracked) that generally requires:

- The driver to hold a specific state or civil license; or
- The operator to hold a nationally recognized certificate of competency.

Examples of mobile equipment include, but are not limited to, dump trucks, water trucks, graders, dozers, loaders, excavators, forklifts, tractors, back-actors, bobcats, mobile cranes, tele-handlers, drill rigs, buses and road-going trucks.

Near Hit
An incident that has occurred that did not result in any injuries, illnesses, environmental or property damage but had the potential to cause an injury, illness, environmental or property damage.

Regulation
In the context of this guideline, 'Regulation(s)' refers to the Construction Regulations, 2014 required by Section 43 of the Occupational Health and Safety Act 85 of 1993, published under Government Notice R 84 in Government Gazette 37305 of February 2014.

Risk
A combination of the likelihood of an occurrence of a hazardous event or exposure and the severity of injury or ill health that can be caused by the event or exposure.

Risk Assessment
A process of evaluating the risk arising from a hazard, taking into account the adequacy of any existing control measures, and deciding on whether or not the risk is acceptable.

Risk Management
The systematic application of management policies, processes and procedures to identifying hazards, analysing and evaluating the associated risks, determining whether the risks are acceptable, and controlling and monitoring the risks on an ongoing basis.

4. Abbreviations

DSTI - Daily Safety Task Instruction

CR – Construction Regulationss,2014

CWP – Construction Work Permit

EPC - Engineering Procurement and Construction

EPCM - Engineering Procurement and Construction Management

HIRA - Hazard Identification and Risk Assessment

IMS - Integrated Management System

MS - Management System

OHS Act - Occupational Health and Safety Act No.85 of 1993

PC – Principal Contractor

SOC - Safety Observation and Conversation

TPT – Transnet Port Terminals

VFL - Visible Felt Leadership

OHS - Occupational Health and Safety

DOEL- Department of Employment and Labour

SACPCMP - The South African Council for Project and Construction Management Professions.

MSDS – Material Safety Data Sheet

5. Project Scope of work

Port of Durban Bulk, Break Bulk and Car Terminal (BBC Terminal) is made up of Point Terminal, Agri-Port Terminal, and Maydon Wharf Terminal. They are used for import and export purposes, as a storage area for bulk cargo, breakbulk cargo, and cars. The Terminals are physically enclosed with a fence along the perimeters for security purposes, safeguarding of commodities, life, properties, TPT assets, and provision of a physical barrier to prevent stowaway instances.

BBC Perimeter Fence Project covers:

1) The design, supply, and installation of hot dip galvanised steel palisade fencing.
2) The design supply, and installation of high security fence.
3) The design, supply, and installation of steel palisade gates (swing and sliding) with shackles and padlocks
4) The design supply and installation of turnstile gates.
5) The supply and install hot dip galvanised concertina security razor wire

6) Detection of existing underground services
7) Excavation and provision for concrete footing/ base.
8) Relocation and or diversion of existing services (electrical, communications, sewer, and water) when it is required.
9) Careful removal of the existing fence (wire mesh, concrete slabs, and brickwork) and gates where required. Removal of the existing fence and installation of new fence must be done in parallel to seal off the area from impending threats and always provide physical security on the exposed should we not request for temporary protection on the exposed sections during construction.
10) **Note:** All steel material (fencing, gates, etc.) removed are to be stockpiled in an area identified in each terminal, for TPT's reverse logistics team to dispose of.
11) where required. Removal of the existing fence and installation of new fence must be done in parallel toseal off the area from impending threats and always provide physical security on the exposed should we not request for temporary protection on the exposed sections during construction.

The objective of this project is:

1) To ensure compliance to security requirements as per National Ports Act No. 12 of 2005.
2) To ensure compliance to International Ship and Port Security (ISPS) Code requirements.
3) To ensure compliance to Department of Transport's approved terminal security plans.
4) To ensure proper security measures and control of access into TPT property and assets.
5) To ensure concrete waste is disposed as per municipality by-laws for concrete/ rubble waste disposal.

6. Location

The proposed construction work will take place at the following terminals:

- Point Car Terminal (MPT).
- Maydon Wharf Terminal.
- Agri-Port Terminal.

7. Contractor Health and Safety Management Plan

The Contractor must comply to Construction Regulation, 7(1)(a).
The contractor must prepare, implement and maintain a project specific health and safety management plan. The plan must be based on the requirements set out in this specification as well as all applicable legislation. It must cover all activities that will be carried out on the project site(s), from mobilisation and set-up through to rehabilitation and decommissioning.

The plan must demonstrate the Principal contractor's commitment to health and safety and must, as a minimum, include the following:

- A copy of the contractor's **Health and Safety Policy**; in terms of the OHS Act section 7
- Procedures concerning **Hazard Identification and Risk Assessment**, including both Baseline and Task- Based Risk Assessments;
- Arrangements concerning the identification of applicable **Legal and Other Requirements**, measures to ensure compliance with these requirements, and measures to ensure that this information is accessible to relevant personnel;
- Details concerning **Health and Safety Objectives** – a process must be in place for setting objectives (and developing associated action plans) to drive continual improvement;
- Details concerning **Resources, Accountabilities and Responsibilities** – this includes the assignment of specific health and safety responsibilities to individuals in accordance with legal or project requirements, including the appointment of a Project Manager, Health and Safety Officers, Supervisors, Health and Safety Representatives, and First Aiders;

- Details concerning **Competence, Training and Awareness** – a system must be in place to ensure that each employee is suitably trained and competent, and procedures must be in place for identifying training needs and providing the necessary training;
- **Communication, Participation and Consultation** arrangements concerning health and safety, including Safety Observations and Coaching, Toolbox Talks, Daily Safe Task Instructions, project health and safety meetings, and notice boards;
- **Documentation and Document Control** – project-specific documentation required for the effective management of health and safety on the project must be developed and maintained, and processes must be in place for the control of these documents;
- Processes and procedures for maintaining **Operational Control**, including rules and requirements (typically contained in Safe Work Procedures) for effectively managing health and safety risks, particularly critical risks associated with working at heights, confined spaces, mobile equipment and light vehicles, lifting operations, hazardous chemical substances, etc.;
- **Emergency Preparedness and Response** procedures;
- **Management of Change** – a process must be in place to ensure that health and safety risks are considered before changes are implemented;
- **Contractor Alignment** procedures – a process must be in place for the assessment of contractors and suppliers with regard to health and safety requirements and performance (before any contract or purchase order is awarded);
- **Measuring and Monitoring** plans, including a plan for the measuring and monitoring of employee exposure to hazardous substances or agents (e.g. Noise, dust, etc.) In order to determine the effectiveness of control measures;
- **Incident Reporting and Investigation** procedures describing the protocols to be followed with regard to incident reporting, recording, investigation and analysis;
- **Non-conformance and Action Management** procedures concerning the management of corrective actions;
- **Performance Assessment and Auditing** procedures concerning health and safety performance reporting, monthly internal audits to assess compliance with the project health and safety requirements, and daily site health and safety inspections; and
- Details concerning the **Management Review** process followed to assess the effectiveness of health and safety management efforts.
- Prior to mobilisation, the Contractor Project Specific Health and Safety Management Plan must be forwarded electronically, and as a hard copy, to the Client's Health and Safety personnel for review and approval. The plan will be audited for completeness and, if found to be adequate, will be accepted and approved. Work may not commence until the plan has been accepted and approved.
- Should it be identified that the contractor has overlooked a high risk activity, and as a result has omitted the activity and associated control measures from the Project Specific Health and Safety Management Plan, the plan will not be approved by Transnet health and safety personnel.

8. Transnet TIMS Policy Commitment Statement

The Transnet Integrated Management System (TIMS) Policy Commitment Statement, appended under Annexure 1, commits all operating divisions to a set of principles to be adhered to in serving its customers and conducting its business, including the following health and safety principles:

- All applicable legislation, regulations, codes, standards, protocols and best practices are to be adhered to in achieving Transnet's business objectives.
- Transnet are committed to providing a safe and secure environment for its employees and stakeholders.
- Transnet will conduct its business in a manner that prevents injuries and ill health to employees and stakeholders.
- Transnet are committed to promoting safe operational practices.

The HSE commitments outlined in the TIMS policy statement are backed up by the Leadership Procedure (Doc No TRN-IMS-GRP-PROC-001). This procedure defines the roles, responsibilities, authorities and accountabilities of the Transnet leadership and establishment of the organisational culture, provision of resources and management reviews to ensure alignment with the strategic direction of the company.

Top Management takes overall responsibility and accountability for the prevention of work-related injury and ill health, as well as the provision of safe and healthy workplaces and activities, including supporting the establishment and functioning of Safety, Health and Environment (SHE) Committees.

9. Contractor Health and Safety Policy

The contractor must develop, display and communicate a Health and Safety Policy that clearly states the contractor's values and objectives for the effective management of health and safety. These values and objectives must be endorsed by the contractor's management representatives (OHS Act 16.2 Appointee) and must be consistent with those adopted for the project.

The policy must be signed and dated, and must be reviewed annually.

The policy must commit to:

- Compliance with all applicable legal requirements;
- The effective management of health and safety risks;
- The establishment of measurable objectives for improving performance, and the provision of the necessary resources to meet these objectives;
- The prevention of incidents, and
- Achieving continual improvement with regard to health and safety performance.

All employees of the contractor as well as the employees of any sub-contractor that may be appointed by the contractor must be made aware of the policy. This must be done through Health and Safety Induction Training and Toolbox Talks .

A copy of the policy must be displayed in each meeting room and on each notice board.

10. Hazard Identification and Risk Assessment (OHS Act, Constr. Regulations 9)

The Contractor must comply to Construction Regulations, clause 9.

Detailed hazard identification and risk assessment processes must be followed for all work to be performed as well as for all associated equipment and facilities.

The client will provide a baseline risk assessment informing Contractor on the hazards and risks on site. Contractor must ensure that effective procedures and risk assessment systems are in place to control hazards and to mitigate risks to levels that are as low as is reasonably practicable.

10.1 Task-Based Risk Assessments

The contractor must carry out detailed project-specific Task-Based Risk Assessments which must be reviewed and approved by the Client's Health and Safety Agent and Project Construction Manager prior to the commencement of any work. The risk assessment process must be facilitated by a competent person (Risk Assessor) who has been appointed in writing. The contractor's site management representatives, supervisory personnel, technical experts (as required) and workforce personnel directly involved with the task being examined must participate in the risk assessment process. An attendance register must be completed and retained.

Please Note: Under no circumstances may a Contractor Health and Safety Officer (CHSO) perform a risk assessment in isolation. The active participation of all persons referred to above is mandatory.

A Task-Based Risk Assessment must at least:

- Be accompanied by a Work Method Statement (describing in sufficient detail how the specific job or task is to be performed in a logical and sequential manner) and Safe Working Procedure;
- Provide a breakdown of the job or task into specific steps;
- Idntify the hazards and potential risk scenarios associated with each step;
- Include consideration of possible exposure to noise, heat, dust, fumes, vapours, gases, chemicals, radiation, vibration, ergonomic stressors, or any other occupational health hazard or stressor;
- Describe the control measures that will be implemented to ensure that the risks are managed to levels that are as low as is reasonably practicable; and
- Assign an initial risk rating (without taking any control measures into consideration) and a residual risk rating (taking the identified control measures into consideration) to each risk scenario.
- A Task-Based Risk Assessment must be reviewed and, if necessary, updated:
- On an annual basis (as a minimum);
- When changes are made to the associated Work Method Statement; and
- Following an incident.

11. Legal and Other Requirements

The Contractor must comply with the requirements of all applicable health and safety legislation as well as Transnet Port Terminals, project-specific standards and procedures as amended from time to time.

The Contractor must compile and maintain a register of all legal and other requirements applicable to the work that will be carried out and / or services that will be provided. This register must be updated regularly to ensure that it remains relevant.

Applicable laws and standards must be appropriately communicated to all employees of the Contractor(as well as the employees of any contractors that may be appointed by the Principal contractor) through training, Toolbox Talks, and Daily Safe Task Instructions.

12. Health and Safety Objectives

In order to drive continual improvement, the Contractor must set project-specific health and safety objectives, and must develop improvement action plans to achieve these objectives. The Principal contractor's objectives must be aligned with the objectives set for the project as a whole as required by the Construction Regulations 7.

Eliminating health and safety hazards, minimising health and safety risks, preventing incidents, injuries and illnesses, and ensuring legal compliance must be the primary considerations for setting objectives.

When setting objectives, consideration must be given to the following:

- Leading indicators such as inspection findings, audit findings, hazard reporting, and observations;
- Lagging indicators (i.e. Incidents including Near Hits);
- Leading practices and lessons learnt; and
- Injury frequency rates with due understanding that the goal is "no harm".

The objectives must be specific and measurable. The improvement action plans must specify the resources (both human and financial) required to achieve the objectives, the person's responsible, and realistic timeframes for completion. The Contractor must ensure that adequate resources are allocated and that progress towards meeting the objectives is monitored regularly.

The objectives and associated improvement action plans must be documented and must be communicated to all Contractor employees. Furthermore, to ensure that the objectives remain relevant, they must be reviewed on a quarterly basis and whenever significant change has taken place on the project (i.e.
Changes to activities, scope of work, operating conditions, etc.).

13. Resources, Accountabilities and Responsibilities

The Contractor must adequately allocate resources, responsibility and accountability to ensure the effective implementation, maintenance and continual improvement of the Principal contractor's health and safety management system on the project.

For each role that carries health and safety accountability and / or responsibilities (including legislative requirements), a role description detailing the accountability and / or responsibilities must be documented.

All health and safety appointments (i.e. the assignment of specific health and safety responsibilities to individuals in accordance with legal or project requirements) must be done in writing. Documented proof of each appointment (i.e. a signed appointment letter) must be retained.

Contractor should not discharge any legal responsibilities to employees who are not legally appointed.

The Contractor must comply with the requirements of all applicable legislation concerning health and safety related appointments and delegations for the project.

A health and safety organisational chart specific to the project must be documented and maintained. All roles that carry health and safety accountability and / or responsibilities must be included, and all individuals that carry health and safety legal appointments must be clearly identified.

The provision of dedicated health and safety professionals registered on the project must be appropriate for the nature and scale of the work to be carried out.

The Contractors solely responsible for carrying out the work under the contract whilst having the highest regard for the health and safety of all persons on the project site.

Health and safety is the responsibility of each and every individual on the project, but in particular, it is the responsibility of the Principal contractor's management team who must set the tone.

Visible commitment is essential to providing and maintaining a safe workplace. The Contractor managers and supervisors at all levels must demonstrate their commitment and support by adopting a risk management approach to all health and safety issues. These individuals must consistently take immediate and firm action to address violations of health and safety rules, and must actively participate in day to day activities with the objective of preventing harm.

The contractor's management representatives are responsible and accountable for health and safety performance on the project. Key responsibilities include the following:

- Preparing, implementing and maintaining a risk-based Health and Safety Management Plan specific to the work that will be carried out;
- Establishing, implementing and maintaining health and safety programmes and procedures to ensure that all work is carried out in compliance with the requirements of this specification, the contract, and all applicable legislation;

- Establishing, implementing and maintaining effective hazard identification and risk management processes and procedures to ensure that all reasonably foreseeable hazards are controlled in order to minimise risk;
- Providing the resources necessary to meet the requirements of this specification;
- Ensuring that all contractor employees have clearly defined responsibilities with regard to health and safety, and that these responsibilities are clearly communicated and understood;

  All costs associated with meeting these responsibilities shall be borne by the contractor.

  Any cost associated with any work stoppage due to non-compliance with a health and safety requirement shall be for the contractor's account.

13.1 Construction Manager

The Contractor must comply with Construction Regulations, clause 8(1).

The Principal Contractor must appoint a competent full time Construction Manager who is registered with the professional body with the duty of managing construction work on a single site, including ensuring health and safety compliance.

Competency/ Training

- Registered with SACPCMP as a Professional Construction Manager as PrCM and qualification
- IRCON
- Legal Liability
- Hazard Identification and Risk Assessment(HIRA)

The Construction Manager shall be responsible for:

- Ensuring that all applicable legal and project health and safety requirements are identified and complied with at all times;
- Participating in (and approving) all Task-Based Risk Assessments conducted for the work to be carried out by the contractor;
- Ensuring that the necessary resources are made available for the effective implementation of the principal contractor's Health and Safety Management Plan;
- Ensuring that all work is adequately and competently supervised;
- Ensuring that all contractor employees have clearly defined responsibilities with regard to health and safety (assigned in writing), and that these responsibilities are clearly communicated and understood;
- Ensuring as far as is reasonably practicable that each contractor and sub-contractor employee is competent to perform his role, and has received appropriate workplace health and safety training and instruction;

- Establishing and maintaining effective communication and consultative processes to ensure that all contractor and sub-contractor employees are kept up to date with regard to health and safety information (e.g. Incidents and lessons learnt, leading practices, hazards, risks and control measures, etc.) And that feedback is provided promptly regarding issues and / or concerns raised;
- Participating in the project's Visible Felt Leadership (VFL) programme;
- Providing the necessary resources for regular health and safety audits and inspections, and ensuring that corrective actions (arising from incident investigations, audits, inspections, etc.) Are implemented, and
- Participating in an annual review of the contractor's Health and Safety Management System.

13.2 Contractor Health and Safety officer(s)

The Contractor must comply with Construction Regulations, clause 8(5).

The contractor must appoint a full-time Construction Health and Safety Officer (s) (CHSO) for the duration of the contract who is registered with the SACPCMP.

The CHSO must be on site when work commences at the start of the day and must remain on site until all activities for that day. A CHSO must be present during all shifts, so if work is carried out over more than one shift per day, the contractor must make provision for an additional CHSO.

The CHSO shall be responsible for:

- Reviewing all applicable legal and project health and safety requirements and providing guidance to contractor and sub-contractor personnel (particularly the contractor's Project / Construction Manager) to help ensure compliance at all times;
- Assisting with the implementation of effective hazard identification and risk management processes for all work to be carried out by the contractor;
- Participating in the Baseline Risk Assessment for the contractor's scope of work (prior to site establishment) and ensuring that identified control measures are implemented;
- Participating in all Task-Based Risk Assessments conducted for the work to be carried out by the contractor and ensuring that identified control measures are implemented;
- Conducting contractor health and safety induction training for all contractor and sub-contractor personnel;
- Compiling and maintaining all health and safety related documents and records required of the contractor;
- Communicating relevant health and safety information to contractor and sub-contractor personnel (e.g. incidents and lessons learnt, leading practices, hazards, risks and control measures, etc.);
- Carrying out Safety Observations and Coaching (one per day);
- Evaluating (on a daily basis) the content of the Daily Safe Task Instructions (DSTI's) conducted by the contractor's appointed supervisors, and attending at least one DSTI each day;
- Attending monthly Contractor and Site Health and Safety Meetings;

- Assisting with the implementation of the contractor's Health and Safety Management Plan and associated Safe Work Procedures;
- Carrying out Planned Task Observations on an ad hoc basis;
- Assisting with the implementation, testing and maintenance of an effective Emergency Response Plan for all contractor and sub-contractor activities;
- Responding to workplace incidents (as appropriate);
- Participating in incident investigations;
- Maintaining accurate health and safety statistics (for the contractor and all sub-contractor), and compiling health and safety performance reports as required;
- Auditing the health and safety management system and workplace activities of the contractor and each sub-contractor on a monthly basis to assess compliance with the project health and safety requirements; and
- Tracking and reporting on the implementation of corrective actions (arising from incident investigations, audits, inspections, etc.).

The contractor must ensure that CHSO is adequately equipped to enable him to perform his duties effectively. Each CHSO must be provided with the following:

- A computer with access to all necessary systems, including access to e-mail and the internet;
- A mobile telephone on contract or with adequate pre-paid airtime; and
- A vehicle where required or instructed by a nominated project management representative (depending on the size and location of the project site(s)).
- A CHSO must be computer literate, fluent in English, and must have the following minimum qualifications, training and experience:
- At least 5 years' experience as a CHSO on construction projects;
- SAMTRAC, NEBOSH or an equivalent training course with accredited health and safety service provider as a minimum qualification;
- Experience and appropriate training with regard to implementing and maintaining a health and safety management system compliant with national legislation or an international standard;
- Experience and appropriate training with regard to construction related hazard identification and risk management processes;
- Competence, experience and relevant training with regard to incident investigation procedures and causation analysis;
- Health and safety auditing experience and training;
- A valid First Aid certificate of competency;
- Fire prevention and protection training; and

- A valid Driving Licence (light motor vehicle).

  Before placing a CHSO on the project site(s), the contractor must forward a copy of the person's CV to the Clients Construction Health and Safety Agent for review and acceptance. A proposed candidate may be rejected should he not meet competence level required (i.e. the experience and / or qualification requirements), or due to poor work performance on previous projects.

13.2 Construction Supervisors

The Contractor must comply with Construction Regulations, clause 8(7).

The contractor must ensure that all construction works are supervised at all times by an adequate number of qualified, competent and appointed supervisors who have experience in the type of work being carried out.

No work may be carried out without an appointed construction supervisor being physically present in the work area and daily safety task instruction (DSTI) has been conducted and signed.

Each Construction Supervisor shall be responsible for:

- Ensuring that all work carried out under his supervision is done so in accordance with the requirements of all applicable legislation, rules, standards, specifications, plans and procedures;
- Participating in Task-Based Risk Assessments;
- Ensuring that all employees under his supervision are made aware of the hazards, risk scenarios and control measures identified in relevant risk assessments;
- Ensuring that the control measures stipulated in all relevant risk assessments are in place and are implemented fully for all work carried out under his supervision;
- Ensuring that all employees under his supervision conduct pre-task hazard assessments when necessary;
- Driving the achievement of health and safety objectives set for his team;
- Ensuring that the necessary written appointments are in place for each employee under his supervision (e.g. first aider, mobile crane operator, etc.);
- Ensuring that all employees under his supervision attend all required training;
- Ensuring that no employee carries out any work that he is not competent to perform or has not been appointed to perform;
- Identifying training needs within his team;
- Carrying out Safety Observations and Coaching (eight per month);
- Conducting a weekly Toolbox Talk with his team;
- Leading a Daily Safe Task Instruction discussion with his team;
- Attending Health and Safety Meetings as required;
- Maintaining a Health and Safety Management Information Notice Board in the work area for which he is responsible;

- Recording, on a daily basis, a description of the day's activities as well as a breakdown (by occupation) of the personnel on site under his supervision;
- Ensuring that all Safe Work Procedures applicable to the work carried out under his supervision are adhered to and are fully implemented;
- Carrying out Planned Task Observations (four per week);
- Ensuring that emergency response procedures are understood by all employees under his supervision and that these procedures are followed in the event of an emergency;
- Reporting all incidents immediately, participating in incident investigations, communicating the lessons learnt to all employees under his supervision, and implementing corrective actions where required; and
- Carrying out workplace health and safety inspections.

Each construction supervisor must accept these responsibilities in writing as part of his appointment.

Each construction supervisor must be equipped with a mobile telephone to ensure that effective communication can be maintained for the duration of the contract.

13.3 Other obligatory legal appointments to ensure compliance if applicable

OHS Act Section/Regulation	**Subject**	**Responsibilities**
Section 16(2)	Assigned duties (Managers)	Responsibility of complying with the OHS Act assigned to other person/s by the CEO
Section 19(3)	Health and Safety Committee member/s	Responsibilities as outlined in Section 20 of the OHS Act.
GAR 9(2)	Incident Investigator	Responsibilities of investigating incidents as outlined in GAR 8 &9, and section 24.
GSR 9(1)	Welding, flame cutting operator	To ensure compliance with requirements of GAR 9.
GSR 13A(1)	Ladder Inspector	To ensure compliance with requirements of GSR 13A
Construction Reg 12(1)	Temporary works designer	To design, inspect and approve temporary works prior use.
Construction Reg 12(2)	Temporary works supervisor	To ensure temporary works operations are carried out under supervision.
Construction Reg 23(1)(d)(i)	Construction vehicle and mobile plant operator	Operate vehicles and mobile plant.

Construction Reg 28(a)	Stacking and storage supervisor	Supervise stacking and storage on site.

14. Competence, Training and Awareness

Each employee (including contractor employees) must be suitably trained, 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

The Contractor must implement systems and procedures to ensure that:

- The necessary competencies required by employees are identified (by occupation), along with selection, placement and any training requirements;

Please Note: Specific competency profiles and selection criteria (fitness for work) must be developed for all roles where significant health or safety risk exists.

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.

Roles requiring technical certification, registration or licensing are identified and documented, and these roles are filled only by suitably qualified personnel;

- 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;
- 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.

Prior to the commencement of any work, including mobilisation and site set-up activities, the Contractor must provide, to the satisfaction of the client representative, current documentation verifying that the Principal contractor's employees, as well as the employees of any appointed sub-Principal contractors, are competent

and have the necessary qualifications, certificates, licences, job skills, training and experience (as required by this specification and applicable legislation) to safely carry out the work that is to be performed.

The Contractor and contractor must ensure that the following training takes place:

a) health and safety induction training pertaining to the hazards prevalent on the site at the time of entry
b) training for all persons required to erect, move or dismantle temporary works structures and instruction to perform those operations safely
c) training of employees working from a fall risk position
d) training to work or to be suspended on a platform which includes at least:
e) how to access and egress the suspended platform safely;
f) how to correctly operate the controls and safety devices of the equipment;
g) information on the dangers related to the misuse of safety devices; and
h) information on the procedures to be followed in the case of-
    - an emergency;
    - the malfunctioning of equipment; and
    - the discovery of a suspected defect in the equipment;
    - an instructions on the proper use of body harnesses.
i) Training for all operators of construction vehicles and mobile plant.

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 contractor;.

Please Note: Only certified copies of certificates, licences, etc. Will be accepted.

14.1 Health and Safety Induction Training

Each employee must attend all mandatory Health and Safety Induction Training applicable to the project. No employee will be permitted to enter any project work site until he has attended this training. Each employee must carry proof that he has completed the induction training and may be removed from a site if such proof cannot be produced on request, this as required by the Construction Regulations 7(5).

Furthermore, employees must attend (where applicable) Area-Specific Health and Safety Induction Training pertaining to the particular hazards identified in the area(s) where the employees will be working. No employee will be permitted to enter a work area until he has attended the relevant area-specific training.

All visitors must receive a visitor induction briefing before entering any project work site. However, this induction does not permit a visitor to enter a site unescorted. Visitors must be accompanied at all times by an appropriately senior employee who has been fully inducted.

14.2 Specific Training and Competency Requirements

The following specific training and competency requirements must be complied with.
Please Note: An employee must be trained, assessed and found competent before he will be given authorisation to perform certain tasks or fill certain roles.

Table 14-2: Specific Training and Competency Requirements

Training	Applicable To
Health and Safety Induction	All employees, Managers and visitors
Safety Observations and Coaching (Safety Interactions)	All employees
Risk Assessment	All managers, supervisors and Safety personnel
Incident Investigation	All managers and supervisors
Safety Leadership	All managers and supervisors
Legal Liability	All managers and supervisors
Health and Safety Rep	All elected Health and Safety Representatives
First Aid Levels 2 and 3	All nominated First Aiders
Fire Fighting (Fire Extinguisher Use)*	All employees
Flag personnel	All appointed flag personnel
Permit to Work	All Authorised Persons (i.e. Permit issuers) and all Applicants (i.e. Employees who will be applying for permits)
Isolation and Lockout	All Authorised Persons (i.e. Persons who authorise work that requires Isolation and Lockout), all Isolation Officers, and all Applicants (i.e. Persons who request permission to work on systems or equipment requiring Isolation and Lockout)
Defensive Driving	All drivers of light motor vehicles (for work purposes)
Gravel Road Driving	All drivers of light motor vehicles driven on gravel roads (for work purposes)
Off Road Driving	All drivers of four-wheel drive vehicles driven off road (for work purposes)
Mobile Equipment Site Licence	All mobile equipment operators

Training must be arranged through accredited external training institutions by the Principal contractor.

15. Communication, Participation and Consultation

The Contractor must develop and maintain effective communication and consultative processes (allowing for a two-way dialogue) for the duration of the project to ensure that:

- All personnel are kept up to date with regard to health and safety matters (e.g. Hazards and risks, incidents and lessons learnt, leading practices, performance against objectives, etc.);
- General health and safety awareness levels are kept high;
- Prompt feedback is given to personnel with regard to health and safety issues or concerns that they raise; and
- Relevant, and often critical, health and safety related information (e.g. Design changes, instructions, reporting of hazardous conditions or situations, etc.) Is effectively disseminated.

This must be achieved as follows

15.1 Toolbox Talks

The Contractor must prepare a Toolbox Talk on a weekly basis and must share it with all personnel for which the Contractor is responsible (including all sub-Principal contractors). Toolbox Talks must address health and safety issues that are relevant to the work performed on the project site(s) and must include information and / or knowledge sharing, lessons learnt from incidents that have occurred, information concerning specific hazards and / or risks and control measures to prevent injury, etc.

Attendance records must be kept and maintained in the Principal contractor's health and safety file.

15.2 Daily Safe Task Instructions (DSTI's)

A Daily Safe Task Instruction (DSTI) is a pre-start discussion amongst the members of a work team, led by the appointed supervisor, aimed at anticipating hazards and potential risks associated with the activities planned for the day or shift, and ensuring that the necessary control measures are in place to prevent incidents.

At the start of each day or shift, prior to the start of any work, each appointed supervisor must inspect the work area for which he is responsible and ensure that it is safe. He must then conduct a DSTI with his work team specifically concerning the tasks that they will be performing during the course of the day or shift. The relevant Task-Based Risk Assessment for the activity must be used as the basis for the discussion. The correct work method must be reiterated and the identified hazards, risks and control measures must be discussed with the team (each team member must be given the opportunity to contribute and participate in the discussion).

Any team member arriving late must first be taken through the information that was discussed (work method, hazards, risks and control measures) before being permitted to start working. If the work method changes after activities have already begun, the DSTI must be revisited and updated with the team, and the changes must be signed off by the relevant Contractor Health and Safety Officer.

Every member of the work team must sign the DSTI attendance register. The attendance records must be kept and maintained in the Principal contractor's health and safety file.

The Principal contractor's Construction Health and Safety officer must evaluate the content of the DSTI's daily to ensure that they are task-specific. Furthermore, the Construction Health and Safety officer must attend at least one DSTI per day prior to the start of work. The Construction Health and Safety officer may not lead the DSTI discussions, as this is the responsibility of the appointed supervisor.

15.3 Health and Safety Meetings

The contractor must schedule and consistently hold monthly health and safety meetings. These meetings must be chaired by the contractor's Construction / Project Manager and all project team must be in attendance.

The contractor must compile minutes of each meeting and attendance records must be kept. These records must be maintained in the contractor's health and safety file.

Note: Where there are other Contractors working in the same construction site, an interface meeting must be held every morning by all contractor's Construction Managers, CHSOs, Construction Supervisors and Health and Safety Representatives.

16. Documentation and Document Control

The Contractor must develop and maintain project-specific documentation required for the effective management of health and safety on the project.

All documents related to the Principal contractor's health and safety management system must be effectively controlled.

The Contractor must establish a process for the systematic control of health and safety records and related data. Controls must be in place for the creation, receipt, secure storage, maintenance, accessing, use and disposal of such records and data.

The confidentiality and security of records and data must be maintained in a manner that is appropriate for the nature of the records and data, and in accordance with any applicable data or privacy protection legislation.

16.1 Contractor Health and Safety File Requirements

The contractor must compile and maintain a file containing all necessary health and safety related documentation. The client should provide construction work permit to be displayed and kept on site at all times. The contents of the file will be audited by Client's Health and Safety Agent / Representative on a monthly basis. Required documentation includes, but is not limited to, the following:

a) Letter of Good Standing from the Workman's Compensation Commissioner (where applicable) must have DoL stamp;
b) Proof of Public Liability Insurance;
c) Scope of Work under the contract;
d) List of Contacts and their Telephone Numbers;
e) Health and Safety Policy;
f) Approved Contractor Health and Safety Management Plan;
g) Organisational Chart for the project;
h) Appointment Letters (appointment of the contracting company, and appointments for all persons with health and safety related responsibilities);
i) Notifications to the relevant authorities that construction work is in progress e.g. Notification of construction work or CWP if applicable;
j) Baseline and Task-Based Risk Assessments;
k) Health and Safety Objectives, and associated Improvement Action Plans;
l) Safe Work Procedures, Work Instructions and Work Method Statements;
m) Planned Task Observations;
n) A dossier (Equipment Profile) for each fuel-driven vehicle or machine;
o) Inspection Registers, Forms and Checklists (e.g. for portable electrical tools, ladders, safety harnesses, light vehicles, mobile equipment, lifting equipment and lifting tackle, first aid boxes, fire extinguishers, etc.);
p) PPE Issue Registers;
q) Material Safety Data Sheets;
r) Emergency Response Procedures;
s) Incident Records;
t) A dossier (Employee Profile) for each employee containing:
    - A copy of the employee's Identity Document or Passport;
    - Certificate of Fitness (Pre-Employment Medical Examination);
    - Proof of Induction Training;
    - Other Training Records;
    - Copies of Qualification Certificates and / or Certificates of Competency; and
    - Copies of Licences;

The contractor must ensure that an equivalent file is compiled and maintained by each appointed sub- contractor

17. Notification of Construction work

1) The Contractor who intends to carry out any construction work other than work contemplated in regulation 3 (1), must at least 7 days before that work is to carried out notify the provincial director in writing in a form of Annexure 2 if the intended construction work will –
   - Include excavation work,
   - Include working at a height where there is a risk of falling
   - Include the demolition of a structure, or
   - Include the use of explosives to perform construction work.

2) A contractor who intends to carry out construction work that involves construction of a single storey dwelling for a client who is going to reside in such a dwelling upon completion, must at least 7 days before that work is carried out notify the provincial director in writing in a form of Annexure 2.

18. Operational Control

For project operations and activities, the Contractor shall implement and maintain:

- Operational controls, as applicable to the organization and its activities;
- The organization shall integrate those operational controls into its overall OH&S Management System;
- Controls related to purchased goods, equipment and services;
- Controls related to Principal contractors and other visitors to the workplace;
- Documented procedures, to cover situations where their absence could lead to deviations from the OH&S policy and the objectives;
- Stipulated operating criteria where their absence could lead to deviations from the OH&S policy and objectives.

18.1 Safe Work Procedures

The Contractor must develop, document and implement Safe Work Procedures for all activities involving significant health or safety risk. These procedures must detail the control measures required to effectively manage the health and safety risks associated with the work activities.

Each Safe Work Procedure must be consistent with the Task-Based Risk Assessment completed for the activity.

Every person engaged in an activity for which a Safe Work Procedure has been developed must receive suitable training on the procedure.

18.2 Management Participation and involvement CR 8

18.2.1 Visible Felt Leadership (VFL) and Safety Observations and Coaching (SOC's)

The Principal contractor's supervisory personnel (i.e. Managers and supervisors) must participate in the project's Visible Felt Leadership (VFL) programme. Each manager and each supervisor must, as part of his

normal duties, perform Safety Observations and Coaching (SOC's). The intention of this programme is to encourage interaction between supervisors and workers concerning health and safety matters in order to:

- Reinforce behaviours consistent with standards, procedures and management system requirements;
- Correct behaviours inconsistent with standards, procedures and management system requirements; and
- Verify whether employees have the necessary training, certification, equipment, etc.

18.2.2 Planned Task Observations

All Principal contractor, management supervisors must perform Planned Task Observations (PTO's) to verify that the control measures that have been identified in Safe Work Procedures (and associated Risk Assessments) are being adhered to and are being properly implemented, and to provide guidance where deviations are noted.

Each supervisor must complete at least one PTO per week involving one or more employees in his work team.

18.3 General Rules of Conduct

All persons are required to conform to the following rules of conduct while on the site.

The following acts are prohibited:

a) Engaging in practical jokes, horseplay, scuffling, wrestling, fighting, or gambling;
b) Assault, intimidation, or abuse of any person;
c) Insubordination towards any supervisor or manager;
d) Refusing to carry out a reasonable and lawful instruction concerning health and safety;
e) Entry into any restricted area (including barricaded areas), unless authorised to do so by the responsible person;
f) Unauthorised use / operation of any equipment or machinery;
g) Negligently, carelessly or wilfully causing damage to any property;
h) Destroying or tampering with safety devices, signs, or signals;
i) The use of water from fire hydrants or hose reels for any purpose other than extinguishing a fire;
j) The wilful and unnecessary discharging of fire extinguishers;
k) Refusing to give evidence or deliberately making false statements during incident investigations;
l) Bringing alcohol, drugs, or any other intoxicating substance onto site;
m) Bringing a firearm, ammunition, or any other offensive weapon onto site;
n) Bringing animals onto site;
o) Running, except in an emergency;
p) The use of an ipod (or similar) whilst working on site;
q) Sleeping on the job;
r) Building fires on site, unless in a suitably constructed barbequing facility; and
s) 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.

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 client representative shall be final and binding in respect of any dispute that may arise from the interpretation of these requirements.

18.3.1 Alcohol, Drugs and Other Intoxicating Substances

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.

A drugs and alcohol testing program will be implemented. Persons entering the site will be 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.

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 the project site. It shall be the responsibility of the client representative to take disciplinary action and remove such a person's form the project site.

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.

18.4 Site Establishment and Rehabilitation

The contractor shall ensure that all Risk Assessment including method statements should be submitted to the TPT Health and Safety Representation before work can commence and aligned themselves with Environmental requirements.

18.5 Signs and Notices

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.

18.6 Machinery

The Contractor must ensure that all plant and equipment brought onto the site is:

- 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.

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 client 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 client representative.

18.7 Permit to Work

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:

- 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;
- Hot work outside of designated workshops;
- Excavation; or
- A service (e.g. water supply, fire suppression systems, etc.).

18.8 Electrical Safety

All electrical work must be carried out by competent personnel in accordance with all legal requirements, codes, design criteria and safety standards applicable to the project.
Each Contractor carrying out electrical work on the project site(s) must develop, document and implement Safe Work Procedures that are aligned with the requirements of this standard.
All persons who will be carrying out electrical work must be certified against the requirements of job and equipment-specific electrical competency standards for the project, which must address job and equipment-specific Safe Work Procedures.

Each person potentially exposed to electrical hazards must receive electrical hazard training at the commencement of his employment on site and thereafter on an annual basis. The training must address the equipment and conditions specific to the area where the individual will be working. The training material must be documented and training records must be kept.

Note: Works on, over, under or adjacent to Railway Lines and near High Voltage Equipment must comply with Transnet E7/1 Specification.

18.8.1 Portable Electrical Equipment

The contractor shall comply with Electrical Machinery Regulation 10.

18.9 Electrically Powered Tools and Equipment

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).

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.
Loose clothing, jewellery 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.
The power source must be disconnected from the tool before making any repairs, servicing, adjustments, or replacing attachments such as drill bits.

18.10 Pneumatically Powered Tools and Equipment

Pneumatic powered tools must only be driven by filtered compressed air with an in-line lubrication system, or be lubricated prior to use if there is no in-line lubrication system. When using pneumatic powered tools the designated tool pressure must be attained by the use of a regulator.

Pneumatic powered tools must be disconnected when not in use. They must not be disconnected from the air supply until all the residual pressure has been released or contained by a shut-off device. Hoses must not be kinked as a means of containment.

Employees operating pneumatic powered tools, and any potentially affected employee in the vicinity of use, must wear suitable personal protective equipment.
All rotary compressed air tools (e.g. drills) must have the rated revolution per minute (RPM) permanently marked on the casing. Only attachments of compatible RPM must be used with these machines.

The actual RPM of the tool must be checked every three months to ensure that the speed is as rated to manufacture specifications.

Pneumatic powered tools must be secured to the air supply hose by an approved positive means to prevent the tool from becoming accidentally disconnected. Safety clips or retainers must be securely installed and maintained on pneumatic impact (percussion) tools to prevent attachments from being accidentally expelled.

All pneumatically driven nailers, staplers, and other similar equipment provided with automatic fastener feed, which operate at more than 100 kPa pressure at the tool, must have a safety device on the muzzle to prevent the tool from ejecting fasteners unless the muzzle is in contact with the work surface.
Compressed air must not be used for cleaning purposes except where reduced to less than 30 kPa, and then only with effective chip guarding and personal protective equipment in place. The 30 kPa requirement does not apply to concrete form, mill scale and similar cleaning purposes. The use of compressed air for cleaning purposes must be approved by the client representative. Compressed air must not be pointed at any part of the body or used for cleaning clothing.

Airless spray guns of the type which atomize paints and fluids at high pressures must be equipped with automatic or visible manual safety devices which will prevent pulling of the trigger to prevent release of the paint or fluid until the safety device is manually released. A diffuser nut which will prevent high pressure, high velocity release while the nozzle tip is removed, plus a nozzle tip guard which will prevent the tip from coming into contact with the operator, or other equivalent protection must be provided in lieu of the above.

Abrasive cleaning nozzles must be equipped with an operating valve, which must be held open manually to enable operation. A support must be provided on which the nozzle may be mounted when it is not in use.

18.11 Fuel Powered Tools and Equipment

Fuel powered tools must be shut down and allowed to cool before being refuelled, serviced, or maintained. Fuel must be transported, handled, and stored in approved fuel containers. Where possible, diesel driven engines must be used in preference to petrol driven engines. All fuel powered tools must be included on the Principal contractor's Equipment Register and the register must be submitted to the client representative prior to the relevant work commencing.

When fuel powered tools are used in enclosed spaces, the space must be ventilated and the atmosphere monitored to measure toxic gas concentrations. Persons in the space must wear the necessary personal protective equipment. Confined Space Entry clearance may apply. This type of activity must only be undertaken in exceptional circumstances and requires the approval of the client representative.

18.12 Hydraulically Powered Tools and Equipment

Hydraulic powered tools must use only approved fluid that retains its operating characteristics at the most extreme temperatures to which it will be exposed. The manufacturer's stated safe operating pressures for hoses, valves, pipes, filters and fittings must not be exceeded.
Only manufacturer approved hoses, valves, pipes, filters and fittings must be used.

18.13 Hand Tools

Employees required to use hand tools must receive training relevant to the tool and have their competency assessed in the operation, inspection and maintenance of the tool. Where necessary, additional applicable personal protective equipment must be worn when using hand tools.

Wrenches, including adjustable, pipe, end, and socket wrenches, must not be used when the jaws are sprung to a point where slippage occurs. Impact tools such as drift pins, wedges and chisels, must be kept free of mushroomed heads. The wooden handles of tools must be kept free of splinters or cracks.

Adjustable wrenches must not be used in lieu of ring or open-end type spanners, unless a risk assessment has been conducted and the use of the adjustable wrench is approved by the client representative.
Wherever possible, ring spanners must be used in preference to open end spanners.

Correct hand tools for the job must be used, e.g. screwdrivers must not be used as chisels, and pliers must not be used as hammers.
All wedges and drifts that may spring, fly or fall to lower levels upon impact must be fitted with an attachment which attaches a safety "lanyard" to a solid structure to restrain the impact tool from becoming a projectile.

Purpose built tools and equipment may not be used unless a risk assessment has been conducted and authorised by the client representative.

18.14 Angle Grinders

The following personal protective equipment must be worn when using angle grinders:

- Safety helmet;
- Gloves;
- Safety glasses (or safety goggles) and a full face shield (i.e. double eye protection);
- Overalls with long sleeves and long pants, avoid any form of loose clothing;
- Safety boots with steel toe protection;
- Hearing protection;
- Breathing apparatus where dust or fumes may be generated;
- Where grinding machines are used, a face shield is to be worn as extra protection to the safety glasses; and
- Certain tasks may require the use of a leather apron as determined by a risk assessment.

18.15 Inspection of Equipment and Tools

All tools must be inspected by the user before, during and after use. If any faults are identified, the tool must be taken out of service and not used until repaired. Faulty tools that are not able to be repaired must be tagged "out of service" and removed from site.

18.16 Manual Handling and Vibration

Any handling or lifting task that can only be done manually must be planned and rehearsed before the task is done.
If more than one person is involved in a task a communication procedure must be agreed in advance. Lowering the load must be done in a controlled manner. Dropping a load is dangerous and must be avoided.

As a guideline 25 kg is considered to be the limit of what a person can safely handle. Where there are loads exceeding 25 kg the risk of handling the load must be mitigated to assure minimal potential for any injury. When mechanical lifting aids are provided, they should be used.
Extra care should be taken when lifting awkwardly shaped objects.

Position the feet correctly. The feet should be placed hip-width apart to provide a large base. One foot should be put forward and to the side of the object, which gives better balance.
Bend or 'unlock' the knees and crouch to the load. The weight will then be safely taken down the spine and the strong leg muscles will do the work.

Get a firm grip. The roots of the fingers and the palm of the hand should grip the load. This keeps the load under control and permits it to be distributed more evenly.

18.17 Personal Protective Equipment

The contractor shall comply with General Safety Regulation 2.

18.18 Sun Protection

The Contractor must ensure that all personnel are protected in sunlight through the use of long sleeve shirts, long trousers, brims to safety helmets and UV factored sunscreen. Shade structures must also be made available to all employees.

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).

18.19 Fuel / Flammable Liquid Storage and Refuelling

The Contractor must comply to the General Safety regulations 4.

18.20 Fire Protection and Prevention

The Contractor must compile a Fire Protection and Prevention Plan for the work that will be carried out on site.
The Contractor must comply with Construction Regulations 29 and in addition must comply with environmental regulation for workplaces 1987 .
Over and above the following should be complied to:
All fire extinguishers (and any other firefighting equipment) placed on site must be:

- 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 year.

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.
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.
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.

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.

18.21 Smoking

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.
In all designated smoking areas, adequate non-combustible commercial ashtrays and / or cigarette butt receptacles (butt cans) must be provided.
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.
"No Smoking" signs must be strictly observed.

18.22 Housekeeping

The Contractor must comply to Construction Regulations 27 and in addition must comply with Environmental Regulation for Workplaces 1987.
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 client representative on request.
Where the Contractor fails to maintain housekeeping standards, the client representative may instruct the Contractor to appoint a dedicated housekeeping team for the duration of the project at the Principal contractor's expense.

18.23 Stacking and Storage

The Contractor must comply to Construction Regulations 28 and in addition must comply with the provisions for the Stacking of Articles in the General Safety Regulations, 2003.
No equipment, tools, files or documents may be stored or stacked on top of cupboards which are higher than 1.5 metres in height.

18.24 Ladders

All ladders used on site must be of sound construction and adequate strength.

Only non-conductive ladders made of wood or fibreglass may be used for electrical work or work being performed in proximity to energised electrical equipment. Metal ladders and ladders with metal reinforcing may not be used.

All ladders must be numbered, listed in a register, and inspected by a competent person on a monthly basis (the results of each inspection must be recorded in the register).

Before using a ladder, the user must inspect it for damage.

Ladders with missing, broken, cracked or loose rungs, split stiles, missing or broken spreaders (stepladders) or any other form of damage or defect may not be used.

A damaged ladder must be removed from service (and tagged, "Out of Service") without delay and must then either be repaired (if possible) or destroyed to prevent further use.

Persons must receive instruction in the correct use and proper care of ladders.

Ladders may only be used as a means of access and egress. The use of ladders as working platforms is prohibited, except for inspection and carrying out minor tasks (i.e. light work and short duration) such as changing a light bulb.

Ladders may not be positioned horizontally and used as walkways or runways or as scaffolding.

All portable ladders must be fitted with non-skid safety feet (or some other means to prevent the base of the ladder from slipping) and the feet must always be placed (stand) on a firm level surface.

The use of bricks, stones, wood or any other material to level the stiles of a ladder is prohibited. Ladders may not be placed on movable bases such as boxes, tables, trucks, etc.

The base or foot of a ladder must always be secured to prevent it from slipping. The ladder must be held by an assistant if the base cannot be secured in any other way (e.g. tied off).

A straight ladder must extend at least one metre above its support (or above the working platform that it is providing access to). The top of the ladder must be tied off (or otherwise secured to its support) to prevent accidental movement.

A straight ladder must be placed at a safe angle, i.e. tilted at a ratio of approximately 4:1, meaning that the base of the ladder must be one metre away from the wall (or other vertical surface) for every four metres of height to the point of support.

A stepladder may never be used as a straight ladder. A stepladder must be opened fully and the spreaders must be locked securely.

When using an extension ladder, at least four rungs must always overlap at the centre of the ladder.

Ladders may not be joined together unless they have been specifically designed and manufactured for that purpose.

A suspended ladder (i.e. not standing on a base) must be attached in a secure manner to prevent undue swinging or swaying, and to ensure that it cannot be displaced.

A ladder may not be placed against a window, glass or any other material which is unlikely to withstand the force exerted on it by the top of the ladder.

A ladder may not be placed in front of a door or window that opens towards the ladder unless the door or window has been locked or barricaded.

When a ladder is used near an entrance or exit, the base of the ladder must be barricaded.

Materials and / or equipment may not be placed in close proximity to the base or landing of any ladder.

When ascending or descending a ladder, a person must always face the ladder and use both hands (i.e. maintain three points of contact).

Nothing may be carried up or down a ladder if it prevents the person from holding on to the ladder with both hands. Tools must always be properly secured. This can be achieved by attaching them to the wrist using lanyards or placing them in a tool belt around the waist. Tools and materials may also be carried in a bag over the shoulder or hoisted to the landing using a tool bag and rope.

Only one person at a time may use (i.e. be positioned on) a ladder.

No person may stand or step above the third rung from the top of a straight ladder or above the second highest step of a stepladder.

Overreaching from a ladder is prohibited. If the target is not within comfortable reach, the person must climb down and reposition the ladder.

No person may run up or down a ladder, or jump from the lower rungs or steps to the ground. All ladders must

be properly maintained and cared for.

Ladders must be stored under cover and should be hung in a horizontal position from several brackets.

No ladder may be left lying on the ground or be left exposed to the weather. A ladder left lying on the ground presents a tripping hazard and it may be damaged by vehicles running over it.

No ladder may be left in such a position where it may fall over, be accidentally knocked over, or be blown over by the wind.

Ladders may not be painted, as the paint may conceal damage, defects, labels or other markings. Instead of

paint, clear varnish or wood oil may be used to preserve wooden ladders.

Ladders must be kept clean, as dirt may conceal damage or defects. Oil or grease accumulation on the rungs of a ladder may cause a person to slip.

Before making use of a ladder, each person must make an effort to remove mud, oil, grease, etc. from his boots.

18.25 Facilities

The Contractor must comply to Construction Regulations 30 and in addition must comply with the provisions in the Facilities Regulations, 2004

18.26 Hazardous Chemical Substances

The Contractor must comply to Hazardous Chemical Substances Regulations

18.27 Fitness for Work

The Contractor must comply to General Safety Regulation 2A.(Intoxication)
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 contractors) must be subject to this programme.

All safety critical jobs (i.e. roles where fatigue or other causes of reduced fitness for work could lead to serious injury, illness or death to employees, significant equipment / plant damage, or significant environmental impact) must be identified and the risks associated with reduced fitness for work in these roles must be assessed.

Sleep deprivation during shift work or from excessive working hours is a known cause of fatigue. Fatigued employees are at increased risk of accidents. Shift system design must consider:

a) The effect on worker fatigue;
b) The effects of activities carried out during scheduled and overtime hours;
c) The impact on sleep cycles of activities such as commuting to and from site; and
d) The monitoring and control of working hours.

All employees engaged in safety critical jobs must undergo fitness assessments (medical examinations) which must be carried out prior to the commencement of employment on the project, prior to a change in role, periodically based on an employee's individual risk profile, and on termination of employment on the project by a registered occupational medical practitioner:

a) Pre-Employment Medical Examination – to assess the physical suitability of the person for the role and environment in which he will work (carried out prior to the commencement of employment on the project and prior to induction);
b) Periodic (Surveillance) Medical Examination – to assess the ongoing physical condition of an employee to determine if his role is impacting on his health and whether the employee's fitness level is still adequate for the role he holds (these medical examinations are "risk driven" – the specific protocol followed and the frequency of the examinations will depend on the applicable legal requirements and the employee's individual risk profile as determined by his personal fitness, the nature of his role / duties, and the environment in which he works / occupational health hazards to which he is exposed). The periodic medical assessment programme must include:
    - The identification of modifiable risk factors that may impact fitness for work;
    - Education and support to maintain health or address identified risk factors; and
    - Education and support to help employees regain their fitness for work.
    - Role Change Medical Examination – to assess an employee's physical suitability for a different role and work environment (carried out prior to a change in role / duties);

Exit (Post-Employment) Medical Examination – to determine the total physical impact of the work the employee performed (carried out on termination of employment on the project if the employee worked on the project site for more than three months).

Note: The medical examinations described above may only be carried out by an occupational medical practitioner (i.e. a medical doctor who holds a qualification in occupational medicine).

18.28 HIV / AIDS

The Contractor must assess the risks posed by HIV. Appropriate mitigation strategies must be implemented as required.
Discrimination towards employees on the basis of actual or perceived HIV status is forbidden.
All information on the HIV status and condition of employees and community members, including that relating to counselling, care and treatment and receipt of benefits, must be maintained in medical confidence.

HIV / AIDS screening may not be a requirement for recruitment or a condition of employment.

19. Occupational Hygiene

TPT Occupational health must provide the Contractor with the health risk assessment in respect of existing Occupational Health Risk on Sites. Additionally an Occupational Health Program for monitoring the existing Occupational health Risk will be given to the Contractor

The Contractor must conduct an Occupational Health Risk Assessment in respect of their trade.

19.1.1 Thermal Stress

The Contractor must comply to Environmental Regulations for workplaces 2 and in addition to the following:

When a risk of thermal stress is identified, the following exposure controls must be implemented:

- An acclimatization period for new workers and those returning from extended leave or sickness;
- Training in the recognition of signs and symptoms of heat or cold stress, emergency procedures and preventative measures;
- Protective observation (buddy system or supervision); and
- A requirement for self-paced working.

The following exposure controls must be considered by a competent person:

- Work / rest regimes and job rotation based on measurements conducted;
- Suitable rest areas with a provision of cool drinking water and cool conditions for high temperatures, or provision of warm drinks and warm conditions for cold temperatures;
- Selection of appropriate clothing or other PPE for extreme temperature conditions;
- The use of engineering controls; and
- Undertake hot / cold tasks during a cooler / warmer time of the day.

Where thermal stress is assessed to be a risk, the operation must develop a suitable emergency response plan.

19.1.2 Measuring and Monitoring

The Contractor must comply to Hazardous Biological Agents Regulations 7 and Hazardous Chemical Substance Regulations 5

A plan for measuring and monitoring occupational exposure must be developed and it must include:

- Detail of what must be measured and monitored, based on a risk assessment and / or identified legal or other requirements;
- The frequency of measurement and monitoring;
- A description of the necessary equipment;
- Data quality requirements and controls (including details on the sample size for statistical validation and any rejection criteria);
- The sampling and analysis method(s) including any laboratory certification requirements; and
- The competency requirements for persons carrying out workplace monitoring.

Each instrument and item of equipment used for occupational exposure measurement and / or monitoring must be:

- Properly maintained to ensure compliance with legislative requirements;
- Controlled and safeguarded from unintentional adjustments;
- Suitably stored and protected from damage; and
- Calibrated or verified against a traceable standard at specific intervals (calibration records must be retained).

Each analytical laboratory service that is used must have implemented a credible quality assurance or quality control program.

All monitoring results obtained must be analyzed on a regular basis to:

- Identify trends and potential exceedances of legal or other requirements (such as Occupational Exposure Limits);
- Identify inconsistent or unusual results;
- Evaluate the effectiveness of existing control measures;
- Measure performance against stated objectives; and Identify continual improvement opportunities.

Each exceedance of a specified requirement or limit must be recorded, investigated and reported. Appropriate corrective actions must be identified and implemented.

20. Structure

A Contractor must ensure that, all reasonably practicable steps are taken to prevent the uncontrolled collapse of any new or existing structure or any part thereof, which may become unstable or is in a temporary state of weakness or instability due to the carrying out of construction work;

No structure or part of a structure is loaded in a manner which would render it unsafe; and
all drawings pertaining to the design of the relevant structure are kept on site and are available on request to an inspector, other Principal contractors, the client and the client's agent or employee.

An owner of a structure must ensure that;

- Inspections of that structure are carried out periodically by competent persons in order to render the structure safe for continued use;
- That the inspections contemplated in paragraph (a) are carried out at least once every six months for the first two years and thereafter yearly;
- The structure is maintained in such a manner that it remains safe for continued use;
- The records of inspections and maintenance are kept and made available on request to an inspector.

21. Emergency Preparedness and Response

The Contractor must develop, implement, test and maintain an Emergency Response Plan (incorporating emergency evacuation procedures) that focuses specifically on the Principal 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.

The Principal contractor's Emergency Response Plan must be aligned with the Emergency Response Plan developed for the project.
Potential off-site emergency scenarios must be included (e.g. emergency scenarios related to the transport of personnel, the transport of hazardous materials, and personnel performing work in remote locations).

Consideration must be given to neighbours, and to the availability and capability of local emergency services. Details of any arrangements with external emergency response service providers must be included.
The Emergency Response Plan must satisfy and comply with all applicable legal requirements.
The plan must be adequately resourced to ensure effective implementation. These resources must include appropriate personnel, external emergency response service providers, emergency response equipment, and warning devices. All equipment and warning devices must be identified, maintained and tested to ensure availability at all times.

Accountability for the Emergency Response Plan must be clearly defined. An Emergency Response Team (ERT) responsible for the implementation, management and execution of the Emergency Response Plan must be established. The roles and responsibilities of each team member must be clearly defined in the plan. Each team member must receive appropriate training to ensure that each role is performed competently.

The process for managing incident communication, notification, and reporting must be incorporated into the Emergency Response Plan. The responsible person(s) must be clearly identified, and the protocols for communicating with internal and external stakeholders must be defined.
Emergency evacuation procedures must be developed and included in the Emergency Response Plan.
A copy of the plan must be provided to the client representative for approval prior to site establishment. The Emergency Response Plan must be formally reviewed (and amended if necessary) at least on an annual basis, to ensure that it remains appropriate and effective on emergency situations.

The Contractor must ensure that:

- A suitable evacuation alarm (siren) must be provided. If work is to be carried out in proximity to an existing operational plant, the alarm provided by the Contractor must be distinctly different (in terms of the sound that it generates) to any alarm installed in the operational plant. All persons working in an area where an evacuation alarm is sounded must respond to it immediately.
- Suitable fire-fighting equipment must be provided and maintained, and personnel must be trained in fire-fighting procedures and the use of fire-fighting equipment.
- Suitable first aid equipment and supplies must be provided and maintained, and an adequate number of appropriately trained First Aiders must be in place.
- Emergency assembly points positioned in safe locations away from buildings, plant and equipment must be designated (and conspicuously signposted). In the event of an evacuation, all persons (i.e. personnel and visitors) must assemble and be accounted for at these emergency assembly points.
- All personnel must receive awareness training on the applicable emergency response procedures, and all visitors entering the site must be properly instructed in these procedures.
- The emergency response procedures must be displayed on each notice board.

- A diagram (site plan) indicating evacuation routes, emergency assembly point locations, and the positioning of emergency equipment (fire extinguishers, first aid boxes, etc.) must be prominently displayed in all buildings and plants, in all offices, on all notice boards, and in other locations on the site as may be required.
- An up-to-date list of emergency telephone numbers must be compiled and maintained. A copy of this list must be posted at each site entrance, in each office, near each telephone, and on every notice board.
- Emergency response drills must be conducted to test the effectiveness of the emergency procedures and equipment, as well as the knowledge and proficiency of the response personnel. Where appropriate, drills must include liaison with and the involvement of external emergency response service providers. A variety of emergency scenarios must be tested including, but not limited to, medical emergencies, fires, rescues, and hazardous substance spills. A drill must be carried out one month after site establishment and six-monthly thereafter.

Each drill must be monitored and the outcomes (highlights and shortcomings) must be documented. Corrective actions must be identified and implemented to address the shortcomings, and the Emergency Response Plan and associated procedures must be amended as required.

21.1.1 First Aid Kits

The contractor shall comply with General Safety Regulations 3.

22. Management Review

A review of the Principal contractor's Health and Safety Management System must be completed annually to ensure that the system continues to be effective in managing health and safety performance and meeting project requirements.

The review must evaluate if there is any need for change and must identify actions to improve the system. The review must be led by senior management and the following must be considered:

- The suitability of the policy adopted for the project;
- The impact of changing legislation;
- The management of risk;
- Health and safety objectives and performance indicators;
- Changing expectations and requirements of relevant stakeholders;
- Changes to the Principal contractor's scope, schedule, designs, etc.;
- Changes to the Principal contractor's organisational structure;
- Communication and feedback (particularly from employees, Project representatives, and client representatives);
- The effectiveness of the management of change process;
- Workplace exposure monitoring and medical surveillance;
- The status of corrective actions;
- Performance statistics, including an annual summary of safety statistics, and occupational hygiene monitoring and medical surveillance results;
- Non-conformances (findings) from completed audits;
- Follow up on actions from previous management reviews; and

- Recommendations and opportunities for improving the effectiveness of the management system.

A record of each completed management review must be retained and it must include all decisions and identified actions concerning alterations, modifications or improvements to the management system that demonstrate a commitment to continual improvement.
For occupational hygiene: Approved Inspection Authority (AIA) for Occupational Hygiene

23. Management of Change

To ensure that proposed changes do not give rise to unacceptable health or safety risk, the Contractor must develop and implement a process for identifying and managing change in the workplace (e.g. changes to scope, schedule, procedures, work methods, site conditions, designs, plans, plant and equipment, materials, processes, etc.) that may impact on health or safety performance.

The management of change process must take into consideration that changes may be planned or unplanned, sudden or gradual, temporary or permanent.

The process must aim to ensure that:

- Changes are identified and assessed before they are implemented;
- Careful consideration is given to managing the risks associated with any change;
- Due diligence can be shown to have taken place;
- The number of unsatisfactory or unnecessary changes is minimised;
- The right people are involved in the change process; and
- All statutory requirements are met.

All risks associated with a proposed change must be evaluated and ranked. The risks that are ranked as moderate or higher must be managed to prevent serious injury or illness.

It must not simply be assumed that a change will not result in significant risks. All proposed changes must be formally evaluated. The evaluation or review must include:

- An appropriate level of technical expertise;
- Approval of the change by a person with at least the same level of authority as those who control the existing process or item being changed.
- The involvement of the workforce potentially affected by the proposed change; and

24. Contractor Alignment

Processes must be in place to ensure that the health and safety risks associated with the procurement of materials, equipment, services and labour are identified, evaluated and effectively managed.

A process for evaluating a sub-Principal contractor's (or supplier's) ability to provide materials, equipment, services and labour that meet defined specifications must be in place. A prospective sub-Principal contractor's health and safety management expertise, experience and capability (including previous health and safety performance) must be formally assessed prior to any contract or purchase order being awarded.

Each appointed contractor must develop and implement a detailed Health and Safety Management Plan based on the requirements of the Principal contractor's Health and Safety Management Plan and the Health

and Safety Specification for the project. This plan must be reviewed and approved by the Contractor prior to the commencement of any work.

The properties of all materials provided to the project must be adequately understood, documented and integrated into operating procedures where exposure to these materials presents a significant health or safety risk.

Procedures, commensurate with the evaluated risk, must be in place for the receiving, storing, dispatching and transporting of all equipment and materials.

Before work commences on any contract, all contractor personnel must receive comprehensive orientation and induction training (refer to clause 14).
All work carried out by a contractor must be managed (activity supervised) throughout the contract period and performance must be reviewed (audited) on a regular basis.

25. Incident Reporting and Investigation

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:

- 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.

Please Note: Arrangements must be in place to ensure that proper medical care is provided to any Contractor or contractor employee that suffers an occupational injury or illness. These arrangements must be described in the Principal contractor's Health and Safety Management Plan.

An incident may have multiple impacts. For each impact, the Actual Consequence and the Maximum Reasonable Outcome must be evaluated. Each impact must be evaluated independently, with the most significant classification forming the primary rating of the incident. A Near Miss is an incident, therefore must be reported.

An incident must be reported on the same work day or shift on which it occurs and preliminary details must be recorded and a TPT Incident Flash Report must be completed within 24 hours.
Depending on the Actual Consequence and Maximum Reasonable Potential Outcome of the impact(s), the relevant internal and external parties must be notified in accordance with specified protocols and timeframes, and legislative requirements.

In the event of a significant incident (i.e. an incident with an Actual Consequence of Moderate, Major or Catastrophic, or a Maximum Reasonable Potential Outcome of High or Extreme, work must cease and must only resume once the necessary actions (including the re-evaluation of any relevant risk assessments) have been taken to eliminate or reduce the risk of recurrence. Work must only be permitted to recommence once formal authorisation has been granted by the Project Construction Manager. In the case of incidents with an Actual Consequence of Major or Catastrophic, work must not be permitted to recommence until authorization has been granted by the relevant government authorities (i.e. the South African Police, the Department of Labour or the Department of Mineral Resources).

The Project Construction Manager must ensure that an investigation is completed for each incident that occurs, and that appropriately senior personnel participate in, and authorise the outcomes of, each investigation.
Incident investigations must be facilitated by competent and experienced persons who have been trained in the appropriate methodology. (i.e. TCAM – Transnet Causal Analysis Methodology).

All significant incidents (i.e. incidents with an Actual Consequence of Moderate, Major or Catastrophic, or a Maximum Reasonable Outcome of High or Extreme must be investigated using the approved Transnet investigation methodology. Such an investigation must be facilitated by a trained project representative within 7 calendar days.

For all other incidents (i.e. incidents with an Actual Consequence of Insignificant or Minor, or a Maximum Reasonable Outcome of Low or Moderate other methodologies approved by the Project Health and Safety Manager must be used.

Each incident (including Near Hits) must be investigated to a level of detail that is appropriate for the Maximum Reasonable Potential Outcome of the incident.

Each incident must be analysed to determine the root cause, and corrective actions must be identified and prioritised for implementation to eliminate or reduce the risk(s) in order to prevent recurrence of the incident.

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 incidents) must be monitored and reported on. The implementation of corrective actions must be verified during monthly audits by the Project Health and Safety Advisors but also no later than 30 calendar days after the conclusion of the incident investigation.
The Contractor must document the results of each investigation and a report must be submitted to the client representative within five working days of the incident occurring.

As a minimum, each incident report must include:

- The date, time and location of the incident;
- A detailed description of the incident, including photographs;
- The names of any injured persons;
- Injury details (if applicable);
- A summary of the first aid and / or medical treatment provided (if applicable);
- The current status of any injured persons;
- The root causes of the incident; and
- Detailed corrective actions, including responsible persons and target dates for implementation.

Each significant incident must be summarised for its lessons learnt following the investigation. This information must be reviewed by the Principal contractor's Project Manager to assure completeness, accuracy and relevance before it is shared with (communicated to) all project personnel.
Refer to the Transnet Port Terminals health and Safety Management Occurrence Reporting and Investigation HAS-P-0002.

26. Non-conformance and Action Management

The Contractor must establish a process for identifying and recording corrective actions arising from:

- Incident investigations;
- Hazard identification and risk assessment;
- Measurement and monitoring;
- Improvement plans and suggestions;
- Managing change;
- Audits and inspections; and
- Safety observations and coaching (safety interactions).

The Contractor must establish a procedure for managing actions that addresses:

- Identification, categorisation and prioritisation of actions;
- Formal evaluation and approval of actions (management of change process);
- Assignment of responsibilities, resources and schedules for implementation;
- Implementation of actions;
- Tracking and reporting on implementation status; and
- Monitoring and verifying the effectiveness of the actions.

27. Performance Assessment and Auditing

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.

27.1 Reporting on Performance

Reports summarising the Principal contractor's health and safety performance on the project must be compiled on a weekly and a monthly basis.

The Contractor must be prepared to discuss the content of these reports at scheduled health and safety meetings. The reports must contain the following information:

- Number of Contractor and contractor employees on site;
- Total hours worked on site by Contractor and contractor employees (by company);
- Number of incidents by category (i.e. Near Hit, FAI, MTI and LTI);
- Lost Time Injury Frequency Rate (LTIFR) (project to date and 12-month rolling);
- Details of all new incidents for the reporting period and the corrective actions taken or to be taken;
- Feedback (progress updates) on all open incidents and outstanding corrective actions;
- Status and feedback on any employee that may have been injured and has not yet returned to work;
- Details of all health and safety training carried out during the reporting period;
- Number of SOC's (Safety Observations and Coaching) carried out during the reporting period;
- SOC trends identified and proposed action for the coming week or month to maintain positive trends and / or address negative trends;
- Details of all audits, inspections and site visits carried out during the reporting period, and the corrective actions taken (or to be taken) to address all non-conformances;
- Feedback (progress updates) on all open non-conformances and outstanding corrective actions;

- Number of Toolbox Talks conducted during the reporting period (monthly);
- Number of Planned Task Observations (PTO's) carried out during the reporting period (monthly);
- Details of all active risk assessments and Safe Work Procedures highlighting those that are due for review in the coming month (monthly);
- A look ahead (to the coming week, month or quarter) to ensure that appropriate health and safety planning and preparation is done for upcoming work;
- Challenges faced with regard to health and safety; and
- Any other health and safety related information specific to the project that may be required.

Leading indicators (e.g. audit findings, observations, etc.) must be analysed, and any negative trends identified with regard to unsafe behaviour or conditions must be appropriately addressed to prevent incidents.

Lagging indicators (e.g. injuries, illnesses, near hits, etc.) must be investigated in detail to determine the root causes. Corrective actions must be identified, implemented and integrated into Safe Work Procedures to prevent recurrences.

27.2 Audits and Inspections

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.

For each non-conformance determined during any audit, the Contractor must 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.

The Contractor Audit conformance will be assessed as a percentage and where conformance is better than 90% it will be considered satisfactory and the Principal contractors must develop and implement an Action Plan within 4 weeks, to be reviewed at the next scheduled Audit. Where the level of conformance is between 80-90%, a corrective action plan will be required to be developed and implemented within 2 weeks, and a follow-up Audit will be carried out. Where the conformance is less than 80%, the Contractor must stop work until an investigation of the cause/s has been completed and corrective action have been developed and implemented by the Principal contractor. Actions required from the audit result are risk based, e.g. An audit result with a critical element scored low may still result in an NCR being issued, or even a work stoppage.

Should it be determined that the Principal contractor's level of compliance is unsatisfactory, all work being performed by the Contractor on the project site may be stopped (at the Principal 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 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 Principal contractor's Health and Safety Management Plan). Furthermore, the Contractor must ensure that each appointed 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:

- 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.

All audits and inspections must be carried out by competent persons who have been appointed in writing. A schedule of planned audits and inspections must be compiled and maintained ensuring that:

- 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.

28. COVID-19

The contractor must comply to the COVID – 19 Code of practice: Managing exposure to SARS-COV-2 in the workplace.

29. Reference Documents

Table 28-1: Reference Documents

Document Title
Contractor Health and Safety Specification Guideline TRN-IMS-GRP-GDL-014.3
TIMS Contractor Management Procedure TRN-IMS-GRP-PROC-014
Occurrence And Non-Conformance Management Procedure TRN-IMS-GRP-PROC-013
Occupational Health and Safety Act, 85 of 1993 and Regulations
Compensation for Occupational Injuries and Diseases Act, 1993
Disaster Management Act, 2002 (Act No 57 of 2002) and its Regulations.

STANDARD OPERATING PROCEDURE

CONSTRUCTION ENVIRONMENTAL MANAGEMENT

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SUMMARY VERSION CONTROL

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1.0	New Procedure		

Note: Only latest amendments and/or additions are reflected in italics in the body of the document.

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1. PURPOSE

1.1 The purpose of this Standard Operating Procedure (SOP) is to define how environmental management will be practiced on any construction project under the management of Transnet to ensure that the environment is considered, negative impacts avoided or minimized, and positive impacts are optimized and/or enhanced throughout the lifecycle of the asset.

1.2 It further defines environmental management responsibilities for key stakeholders involved in the construction management process.

1.3 It must be read in conjunction with the Contractor Environmental and Sustainability Specification Guidelines (CESSG) and the Project Environmental Specification (PES) relevant to the project.

1.4 In this document, unless the context clearly indicates otherwise:

- Words importing any one gender shall include the other gender.
- The singular shall include the plural and vice versa; and
- Any reference in this document to legislation or subordinate legislation is to such legislation or subordinate legislation at the date of promulgation thereof and as amended and/or re-enacted from time to time.

2. APPLICABILITY

2.1 The SOP applies to any construction project under the management of Transnet SOC Ltd or its Construction Agent.

3. REFERENCE DOCUMENTS

Name	Applicable Section
Constitution of South Africa, Act 108 of 1996	Section 24 (a) right to an environment that is not harmful to health or wellbeing Section 24(b) (i) right to have environment protected for current and future generations through legislation and measures that prevents pollution and ecological degradation.
Capital Governance and Assurance Policy	Entire document
Capital Governance and Assurance Framework	Entire document
Capital governance and Assurance Manual	Entire document.
PLP Manual – Execution	Entire document
National Environmental Management Act, 107 of 1998	Section 2 National Environmental Management Principles (4) (viii), (e), (h), (j) and (p).
National Water Act, 36 of 1998	Section 164, Permissible Water Use Section 19
National Environmental Management: Waste Act, 58 of 2008	Part 1 15 (1) (i) and (2) Part 6 26 (10 (a) and (b) Scheduled 3, Defined Wastes Category B: Hazardous Wastes Part 8: Contaminated Land
Environment Conservation Act, 73 of 1989	Section 20
Occupational Health and Safety Act, 85 of 1993	Asbestos Regulations, 2001 Government Notice R155 in Government Gazette 23108 of February 2002

Name	Applicable Section
	General Safety Regulations-Reg. 2 (2) PPE
GNR 326, 7 April 2017 as amended, EIA Regulations	Chapter 15
Integrated Management System – Policy Statement Procedure (TRN-IMS-GRP-PROC-002)	Whole document
Integrated Management System – Competency, Awareness and Training Procedure	Whole document
Integrated Management System[1] – Document, Data and Record Management Procedure (TRN-IMS-GRP-PROC-010)	Whole document
Integrated Management System – Occurrence and Non-Conformance Management Procedure (TRN-IMS-GRP-PROC-013)	Whole document
Transnet Environmental Risk Management Strategy and Framework	2015:42
Environmental Management Systems ISO 14001: 2015	Clause 5, 6, 7, 8, 9 and 10

[1] Management of certain documents, data and records will be in accordance with NEC3 – Engineering and Construction Contract prescripts

4. DEFINITIONS AND ABBREVIATIONS

4.1 DEFINITIONS

Compliance	The action or fact of complying with legislation or regulations.
Conformance	The action or fact of conforming to this standard and other internal Transnet policies, procedures, guidelines and best practice.
Contractor	The **Principal Contractor** as engaged by Transnet for infrastructure construction operations, including all sub-contractors appointed by the main contractor of his own volition for the execution of parts of the construction operations; and any other contractor from time to time engaged by Transnet directly in connection with any part of the construction operations which is not a nominated sub-contractor to the Principal Contractor.
Contractor Environmental and Sustainability Specification Guidelines (CESSG)	A set of minimum environmental standards for all Transnet SOC Ltd-managed construction sites.
Corrective Action	It is generally a reactive process used to address problems after they have occurred. Corrective action may be triggered by a variety of events, e.g. Non-conformance to documented procedures and work instructions, non-conformances raised through internal audits, unacceptable monitoring and measurement results, internal & external SHEQ complaints, etc.
Emergency	Sudden unforeseen event needing immediate or prompt action.

Environment	Surroundings in which the Contractor operates, including air, water, land, natural resources, flora, fauna, humans and their interrelations.
Environmental Aspect	Element of an organization's activities or products or services that interacts or can interact with the environment
Environmental Authorisation (EA)	Environmental Authorisation is the authorisation granted by a competent authority of a listed activity or specified activity in terms of National Environmental Management Act 107 of 1998 (as amended).
Environmental Impact	Change to the environment whether adverse or beneficial, wholly or partially resulting from an organization's environmental aspects
Environmental Management Plan (EMP)	A plan generated by the Contractor describing the relevant roles and responsibilities and how potential environmental risks will be assessed and managed including the monitoring and recording thereof.
Environmental Management Programme (EMPr)	A programme that has been approved by the Competent Authority in terms of NEMA, 107 of 1998 stipulating information on any proposed management, mitigation, protection or remedial measures that will be undertaken to address the environmental impacts that have been identified
Environmental Risk	The product of the likelihood and severity of an unforeseen occurrence/incident/aspect and the impact it would have, if realised, on the environment

Incident/Occurrence	An undesired event occurring at work that results in physical harm to a person or death, or damage to the environment, plant and/or equipment, and/or loss of production.
Non-conformance	An action or situation that does not conform to Transnet's SHEQ standards, procedures or legislative requirement(s) and that can be, or lead to, an unacceptable SHEQ incident.
Non-compliance	Contravention to environmental legislative requirements.
Project Environmental Specification (PES)	Describes standards specific to a particular project. Variations and additions to the CESSG are set out in this PES. These would include the EA issued to the project or elements generally drawn from the EA or permits for that project or from specific requirements set by the Transnet Operating Divisions. The PES may also require a more stringent standard to that described in the CESSG if required by the EA or a particular industry code to which Transnet subscribes including any environmental constraints at a construction site.
Sub -Contractor	A person or organisation who has a contract with the contractor to - Construct or install part of the contractors work. - Provide a service necessary to provide the works; or - Supply plant and materials which the person or organisation has wholly or partly designed specifically for the works.

4.2 ABBREVIATIONS

Acronym	Meaning in Full
CESSG	Contractor Environmental and Sustainability Specification Guidelines
CM	Construction Manager
CV	Curriculum Vitae
CEM	Construction Environmental Management
DFFE	Department of Forestry, Fisheries and the Environment
DWS	Department of Water and Sanitation
EA	Environmental Authorisation
ECO	Environmental Control Officer
EO	Environmental Officer
EMI	Environmental Management Inspectorate
NCR	Non-conformance Report
NEMA	National Environmental Management Act 107 of 1998 (as amended)
PER	Project Environmental Resource
PES	Project Environmental Specification
PLP	Project Life-cycle Process
PM	Project Manager

Acronym	Meaning in Full
SAHRA	South African Heritage Resources Agency
SOP	Standard Operating Procedure
SHEQ	Safety, Health, Environment and Quality
Transnet	Transnet SOC Ltd

5. ACCOUNTABILITY, RESPONSIBILITY AND AUTHORITY

5.1 Transnet Procurement Department

5.1.1 Ensures that this SOP (and relevant associated environmental specifications) is included in any construction-related request whether open market, quotation or confinement process.

5.1.2 The Procurement Department shall further ensure that the relevant environmental personnel are consulted during tender review, tender evaluation and contract award.

5. Transnet Project Manager (PM)

5.2.1 Takes overall accountability for the project including ensuring that this SOP is implemented by all relevant stakeholders.

5.2.2 The specific tasks during construction will include:

- Appointment of the Transnet Environmental Resource/s;
- Certifying site access to the Contractor;
- Giving instructions to the Contractor on recommendation from the Transnet Environmental Resource/s (e.g. defects, non-conformances etc.); and
- Certifying site closure to the Contractor.

5.3 Transnet Project Environmental Resource

5.3.1 The Transnet Project Environmental Resource (PER) will be responsible for ensuring that this SOP and associated specifications or requirements are complied with. The Transnet PER will report functionally to the relevant PM.

5.3.2 The specific tasks will include:

- Preparation of the PES;
- Tender evaluation, development of environmental criteria and adjudication thereof;
- Liaison with the relevant environmental Competent Authorities;

- Review and approve site layout plan including any subsequent revisions thereof;
- Environmental Induction of Contractor's staff;
- Generate an inspection checklist prior to construction commencement;
- Review and Sign off Method Statements prepared by Contractor;
- Prepare environmental monitoring protocols/checklists to be used during construction;
- Prepare monthly conformance audit reports, including sign-off on Monthly Inspection Reports;
- Conduct monthly observation & inspections of all work places based on the approved inspection checklist;
- Audit conformance to Method Statements;
- Monitor the Contractor's compliance with this SOP and any other environmental requirements relevant to the site;
- Develop an Audit Finding and Close out Register that documents all audit findings, close out actions and the time frame allowed for in order to close the finding/s;
- Ensure that all environmental monitoring programmes (sampling, measuring, recording etc. when specified) are carried out according to protocols and schedules;
- Measurement of completed work (e.g. areas top soiled, re-vegetated, stabilised etc.);
- Attendance at scheduled SHE meetings, as and when required, and project coordination meetings;
- Ensure that site documentation (permits, licenses, EA, EMPr, SOP-CEM, method statements, audit reports, waste disposal slips etc.) related to environmental management is maintained on the relevant Document Control System;
- Inspect and report on environmental incidents and check corrective action;
- Keep a photographic record of all environmental incidents;

- Environmental incident management as required by Transnet policies and procedures;
- Implementation of environmental-related actions arising out of the minutes from scheduled meetings;
- Management of complaints register;
- Conduct any environmental incident investigations;
- Coordinate and/or facilitate any environmental monitoring programmes e.g. EMI Inspections, ECO Audits, Transnet Environmental Assurance Audits etc.
- Collate information received, including monitoring results into a monthly report that is supported with photographic records to the Transnet CM and Transnet PM showing progress against targets; and
- Report environmental performance of the project on a monthly basis through relevant governance channels.

5.3.3 The tasks stipulated above may be conducted by one or more Project Environmental Resource, depending on the scale, complexity and sensitivity of the environment. Discretion to be taken by the Environment Lead within the area of control of the project site.

5.4 Transnet Construction Manager (CM)

5.4.1 The Transnet Construction Manager (CM) has overall responsibility for environmental management on site and reports to the Transnet PM. The Transnet CM is supported by the Transnet PER.

5.4.2 The specific tasks during the construction stage will include:

- Reviewing the monthly reports compiled by the Transnet PER;
- Approving method statements prepared by the Contractor;
- Communicating directly with the Contractor on environmental issues observed on-site; and
- Escalating any relevant environmental matters to the Transnet PM.

5.6 Environmental Control Officer

5.6.1 The Environmental Control Officer is an independent person legally appointed to monitor compliance of construction related activities with the conditions of the Environmental Authorisation. The ECO fulfils an autonomous role and submits reports to the Competent Authority at timeframes specified in the Environmental Authorisation.

5.6.2 The Environmental Control Officer will conduct the following tasks:

- Monitors compliance to the conditions of the EA, Environmental Management Programme (EMPr) and can include permits and licences applicable to a project;
- Attends project meetings as and when required;
- Conducts audits at a frequency stipulated on the EA/EMPr; and
- Compiles audit reports and submits them to relevant authorities.

5.7 Contractor's Environmental Officer

5.7.1 The Contractor's Environmental Officer (EO) must ensure implementation of the requirements of this SOP on site.

5.7.2 The Contractor's EO will liaise with the Transnet PER on site. It will be the responsibility of the Contractor's EO to ensure that all work is conducted according to the approved Method Statements and that the Contractor team's roles and responsibilities as set out in this document are fulfilled.

5.7.3 The Contractor EO's tasks will include:

- Developing an appropriate environmental file for approval by the Transnet PER prior to site access, including but not necessarily limited to (the environmental file must always be available and up to date on the construction site):
  - All environmental documents provided by Transnet in the tender e.g. policies, SOPs, standards, environmental approvals;

- Contractors commitments to comply with this SOP and associated documents as signed during tender;
- The Contractor's EMP;
- His/her CV;
- An organogram indicating reporting lines of all Contractor's staff (with names included);
- Contact Information for: the overall responsible person acting on behalf of the Contractor to execute the construction works; Contractor's CM; Contractor's EO; all relevant emergency personnel;
- A list of the Contractor's plant and equipment indicating a description of the plant/equipment, its fuel capacity, any hazardous components (oils, greases etc.), individual service/maintenance cycles and noise levels;
- A list of hazardous substances to be used during construction indicating: official substance name from Material Safety Data Sheet (MSDS); quantity on site; storage method; transport method to site; period to be used on site (all substances listed must have an MSDS on site in the environmental file);
- Site Layout Plan indicating but not necessarily limited to, access roads, site offices, material laydown areas, stockpile areas and parking areas, waste and effluent storage and handling facilities, entire construction footprint, no-go-areas, sewage and sanitary facilities. The plan must be appropriately drawn on a computer and must be clearly visible and properly scaled;
- A site establishment method statement (for more details on what method statements should entail the Contractor must refer to the Minimum Requirements for Construction Environmental Management)

- Conducting an activity-based environmental risk assessment based on the Contractor's scope of work;
- Agreeing on an appropriate inspection schedule with the Transnet PER (either daily or weekly);

- Ensuring that all required Contractor staff attends the environmental induction to be given by the Transnet PER (any Contractor's staff, sub-contractors or visitors to site must subsequently be inducted by the Contractor's EO);
- Inspection of the work area(s) as per schedule or authorised through written instruction by Transnet PER;
- Preparing activity-based Method Statements that indicate how environmental risks will be managed on site OR ensuring that the necessary environmental information is included in the Contractor's method statements (all method statements must be maintained in the Contractor's Environmental File);
- Identify local, provincial and national environmental legislation that applies to the Contractor's activities;
- Conduct ongoing Environmental Awareness Training of the Contractor's site personnel;
- Reporting, investigating and recording of any environmental incidents caused by the Contractor or due to the Contractor's activities, including their sub-contractors and visitors;
- Close out of environmental incidents;
- Attendance at all SHE meetings and induction programmes, and toolbox talks where required
- Monitor Waste Management;
- Monitor Water Management;
- Monitor Energy Management;
- Ensure that environmental signage and barriers are correctly placed;
- Taking required corrective action within specified time frame and close out of non-conformances; and
- Maintain site documentation related to environmental management on site.

5.7.4 The Contractor's EO will be expected to submit reports to the Transnet PER on a daily/weekly basis.

5.8 The Contractor

5.8.1 The Contractor shall comply with the requirements of this SOP and abide by the Transnet PM's instructions regarding the implementation of this SOP.

5.8.2 The Contractor must confirm that he will conform to the requirements of this SOP and any other documents provided to him by Transnet during tender.

5.8.3 The Contractor must recommend a suitably qualified, competent person to fulfill the role of the Contractor's EO at tender and if accepted by Transnet this person must be appointed when the Contract is awarded for the duration of construction. Should this person be replaced for whatever reason, the Contractor shall ensure that a person of similar qualification and competency is appointed in his/her place before the previous incumbent vacates his/her position.

5.8.4 The Contractor must obtain any relevant environmental approvals required by his activities that have not been obtained by Transnet e.g. permits for the destruction of protected plant species; grave relocation permits etc.

5.8.5 The Contractor shall have overall accountability for environmental compliance on site and will be held liable for any non-compliance with environmental statutes or non-conformances with this SOP due to his negligence.

5.9 Reporting Lines

5.9.1 The organisational structure identifies and defines the responsibilities and authority of the various entities involved in the project. All instructions and official communications regarding environmental matters will follow the organisational structure shown in Figure 1.

5.9.2 All instructions that relate to the SOP will still be given to the Contractor via the Transnet PM. In an emergency situation, however, the Transnet PER may give an instruction directly to the Contractor. Environmental Management of the site will be an item on the agenda of the monthly site meetings, and the Transnet PER will attend these meetings on request by the contractor. If at any time the Transnet

PM is uncertain in any way with respect to an environmentally related issue or specification in the SOP, he will consult with the Transnet PER .

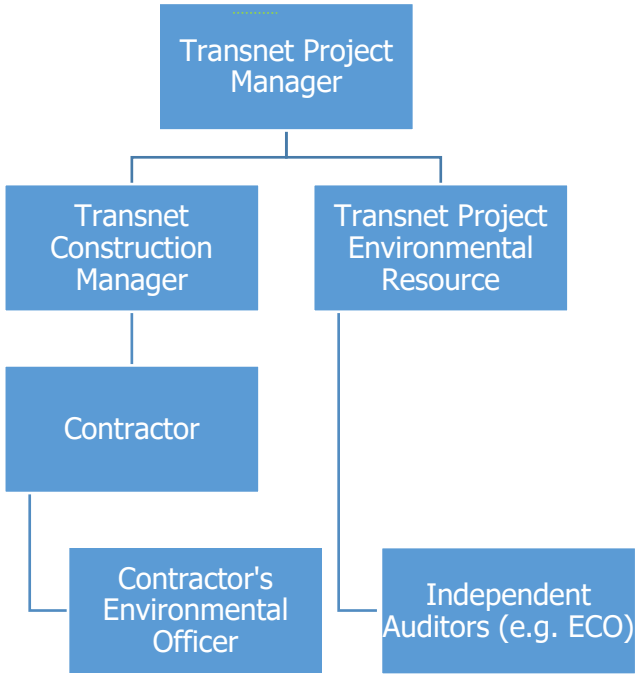


Figure 1: Typical Transnet Organogram for Construction Environmental Management[2]

6. STANDARD OPERATING PROCEDURE

6.1 Tender Stage (prior to Contract Award)

- The Transnet PM appoints or assign a Project Environmental Resource/s[3].
- The Transnet PER requests the draft tender from the Transnet Procurement Department
- Transnet Procurement routes the draft tender to the Transnet PER

[2] Structure dependent on OD own structure and organizational operating model

[3] Project complexity will determine the final environmental management structure on the project.

- The Transnet PER ensures the tender includes all relevant environmental documents and signs the routing slip.
- The Transnet Procurement Department issues the tender to prospective Contractor(s).
- The Contractor submits his bid which MUST include: a commitment to conform to this SOP signed by the duly delegated person; recommendation of a suitably qualified, competent person to fulfill the role of the Contractor's EO; Environmental Policy; and EMP
- After submission the Transnet Procurement Department will invite the Transnet PER to evaluate tender submissions (environmental section);
- The Transnet PER evaluates the prospective Contractor's environmental submission.
- The Contract is awarded to the successful bidder.

6.2 Construction Stage (prior to Site Access)

- The Contractor appoints the Contractor's Environmental Officer (EO) accepted by Transnet SOC Ltd.
- The Contractor provides his EO with all documents submitted during tender, including but not necessarily limited to:
  - All environmental documents provided by Transnet in the tender e.g. policies, SOPs, standards, environmental approvals etc;
  - commitment to conform to this SOP; and
  - The EMP.
- The Contractor's EO conducts an activity-based environmental risk assessment;
- The Contractor's EO develops an appropriate environmental file for approval by the Transnet PER, including but not necessarily limited to all the documents specified in Section 5.7 above (the environmental file must always be available and up to date on the construction site);
- The Contractor's EO submits the environmental file for acceptance to the Transnet PER;

- Once accepted, the Transnet PER recommends that site access be granted to the Transnet PM; and
- The Transnet PM issues the Contractor with a Site Access Certificate

6.3 Construction Stage (post Site Access)

- The Transnet PER inducts all Contractor's staff on the environmental requirements of the site;
- The Transnet PER has an inception meeting with the Contractor's EO on site where the following is agreed:
  - The contents of the contractor's environmental file (in addition to what was approved prior to granting site access). This will include but not necessarily be limited to: a list of interested and affected parties that may be impacted by construction e.g. surrounding landowners, nearby communities etc.; energy consumption information; water use information; environmental induction and awareness information; activity-based environmental method statements; complaints records; record of external communications; environmental incident reports; minutes of contractors environmental meetings.
  - The composition of the Project Environmental Specification (PES) and how it will be implemented. This will include but may not necessarily be limited to: Environmental Approvals (e.g. Environmental Authorisations, Water Use Licenses, Waste Management Licences, Atmospheric Emissions Licences etc.); Environmental Management Programmes/Plans approved by external parties/authorities; and any third party auditors/monitoring specialists (e.g. Environmental Control Officers; Independent Auditors; Transnet Environmental Assurance Specialists; Water Quality Monitoring experts etc.) that have a bearing on the contractor's scope of work.
  - The frequency of inspections to be conducted by the Contractor's EO (e.g. daily, weekly etc.)
  - The frequency of inspections to be conducted by the Transnet PER (e.g. daily, weekly and/or monthly). Notwithstanding that the frequency of

Transnet PER inspections will be agreed, the Contractor may never refuse the Transnet PER

- The format used and elements to be checked during Contractor's inspections
- Reporting frequency and requirements
- The process to be followed in handling Environmental Occurrences and – Non-conformances

- **Note:** All the aforementioned agreements will be formalized in the form of minutes which the Transnet - and Contractor's EO must sign and must subsequently be approved by the Transnet Project Environmental Resource.
- The Transnet PER reviews the Contractor's activity-based environmental risk assessment and instructs the Contractor's EO to submit activity-based method statements for construction activities that may pose an environmental risk (for more details on what method statements should entail the Contractor must refer to the Minimum Environmental Requirements for Construction). Only once a method statement has been approved by the Transnet PER and Transnet CM and ECO (where relevant) may the Contractor execute the relevant activity.
- The Contractor's EO submits the method statements to the Transnet PER for approval (these must also be approved by the Transnet CM);
- The Transnet PER compiles a site audit checklist (covering all environmental compliance and conformance requirements) for approval by the Transnet Project Environmental Manager
- Whilst the Contractor executes the work in terms of the requirements of the Contract, the Contractor's EO and Transnet PER execute their monitoring functions as per this SOP and other monitoring stakeholders/auditors as per the PES.
- The Transnet PER shall submit monthly reports to the Transnet CM and PM indicating the following:
  - Date of the inspection(s);
  - Details and expertise of the Transnet PER;

- Scope and purpose for which the report was prepared;
- Description of the methodology used during the inspection and report compilation;
- Compliance and/or conformance status of all relevant/individual elements as per the inspection checklist culminating in an overall compliance/conformance percentage for the project;
- Assumptions;
- Description of consultation processes undertaken during the inspection(s) with a summary and associated records of such consultations;
- Environmental incidents and non-conformances;
- Photos of pertinent construction and environmental matters that occurred on site;
- Water abstracted/withdrawn during the month (in kiloliters) as well as an indication of the source;
- Water recycled and/or reused during the month (in kiloliters);
- Waste water discharged (in kiloliters);
- Waste (both general and hazardous) disposed (in tonnages) with an indication of waste type;
- Waste recycled (in tonnages);
- Alien invasive species eradicated (in hectares);
- Number of listed species safely relocated;
- Environmental Fines, Non-Compliances or Directives issues by authorities;
- Any NEMA Section 30 or NWA Section 19 incidents;
- Environmental Grievances;
- Rehabilitated Land (in hectares);
- Number of graves and/or heritage artifacts moved;
- Energy consumption for the project [Electricity(kWh); Gas (GJ); Oil(l); Diesel(l); Petrol(l); LPG(GJ)];
- Status of previous findings and/or observations; and
- Recommendations for improvement.

6.4 Post Construction

- The Contractor's EO submits a rehabilitation and site closure method statement for approval by the Transnet PER and Transnet CM.
- Once approved, the Contractor implements the rehabilitation method statement accordingly.
- The Contractor's EO submits a site close-out report for acceptance by the Transnet PER and CM.
- Post rehabilitation, the Transnet PER conducts a site closure inspection to ensure all requirements of the rehabilitation method statement have been met.
- Once rehabilitation has been accepted by the Transnet PER, the Contractor's EO sends the Transnet PER a copy of the entire environmental file (original to be handed over to Transnet as per document handover requirements of the Contract).
- On receipt of the environmental file, the Transnet PER recommends that a site closure certificate can be issued to the Transnet PM.
- The Transnet PM issues the Contractor with a Site Closure Certificate.

7. RECORDS

7.1 The responsibility for maintaining all records required by this SOP shall rest with the Contractor's EO; Transnet PER as specified below:

Record	Maintained By
1. Transnet PER Appointment Letter	Transnet PER
2. Signed Tender Routing Slip	Transnet PER
3. Contractor's Confirmation to conform to this CEM SOP	Transnet PER; Contractor's EO
4. Recommendation of Contractor's EO	Transnet PER

Record	Maintained By
5. Contractor's Environmental Policy	Transnet PER; Contractor's EO
6. Contractor's Environmental Management Plan	Transnet PER; Contractor's EO
7. Tender Evaluation Records from Transnet PER	Transnet PER
8. Contract	Transnet PER
9. Contractor EO's Appointment Letter and CV	Transnet PER
10. Activity-Based Environmental Risk Assessment	Transnet PER; Contractor's EO
11. Contractor's Organogram	Transnet PER; Contractor's EO
12. Contractor's Contact Information	Transnet PER; Contractor's EO
13. List of Contractor's Plant and Equipment	Contractor's EO
14. List of Hazardous Substances used by Contractor	Contractor's EO
15. Material Safety Data Sheets	Contractor's EO
16. Site Layout Plan	Transnet PER; Contractor's EO
17. Site Establishment Method Statement	Transnet PER; Contractor's EO
18. Minutes of Transnet PER – Contractor's EO Inception Meeting	Transnet PER; Contractor's EO
19. Environmental Induction Attendance Register (including material used during induction)	Transnet PER; Contractor's EO
20. Activity-based Method Statements	Transnet PER; Contractor's EO

Record	Maintained By
21. Contractor's Inspection Reports	Transnet PER; Contractor's EO
22. Transnet PER Inspection Reports	Transnet PER
23. List of Local, Provincial and National Environmental legislation applicable to the site	Contractor's EO
24. Environmental Awareness Attendance Registers (including material used)	Contractor's EO
25. Environmental Incident Reports	Transnet PER; Contractor's EO
26. Minutes of SHE Meetings	Transnet PER; Contractor's EO
27. Waste Records	Transnet PER; Contractor's EO
28. Water Records	Transnet PER; Contractor's EO
29. Energy Records	Transnet PER; Contractor's EO
30. Non-Conformance Records	Transnet PER; Contractor's EO
31. Approval of Contractor's Environmental File	Transnet PER
32. Site Access Certificate	Transnet PER
33. Approved Transnet PER Checklist	Transnet PER
34. Transnet Monthly PER Reports	Transnet PER
35. Rehabilitation Method Statement	Transnet PER; Contractor's EO
36. Contractor's Site Close-Out Report	Transnet PER; Contractor's EO
37. Transnet PER Site Closure Report	Transnet PER
38. Contractor's Environmental File Handover Transmittal	Transnet PER; Contractor's EO
39. Site Closure Certificate	Transnet PER

8. ANNEXURES

8.1 List of Construction Environmental Management Templates, Forms and Guidelines

8.2 009-TCC-CLO-SUS-TMP-11386.22 - Construction Environmental Management File Index

8.3 009-TCC-CLO-SUS-TMP-11386.23 - *Construction Environmental Management Process Flow*

Annexure 8.1 List of Construction Environmental Management Templates, Forms and Guidelines

No	Item Description	Document No
1.	Construction Environmental Management File Index	009-TCC-CLO-SUS-TMP-11386.1
2.	Project Environmental Specification (PES)	009-TCC-CLO-SUS-TMP-11386.2
3.	Declaration of Understanding (Signed)	009-TCC-CLO-SUS-TMP-11386.3
4.	Contractor's Information	009-TCC-CLO-SUS-TMP-11386.4
5.	Appointment of Contractors EO and Declaration of Understanding (Including CV and Job Profile)	009-TCC-CLO-SUS-TMP-11386.5
6.	Schedule of Contractor's Construction Plant and Equipment	009-TCC-CLO-SUS-TMP-11386.6
7.	Hazardous Substances Register	009-TCC-CLO-SUS-TMP-11386.7
8.	Emergency Contacts Register	009-TCC-CLO-SUS-TMP-11386.8
9.	Energy Consumption Register	009-TCC-CLO-SUS-TMP-11386.9
10.	Water Usage Register	009-TCC-CLO-SUS-TMP-11386.10
11.	Project Start-Up Checklist	009-TCC-CLO-SUS-TMP-11386.11
12.	Site Access Certificate	009-TCC-CLO-SUS-TMP-11386.12
13.	Method Statement Register	009-TCC-CLO-SUS-TMP-11386.13
14.	Method Statements	009-TCC-CLO-SUS-TMP-11386.14
15.	Waste Disposal Register	009-TCC-CLO-SUS-TMP-11386.15
16.	Daily Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.16
17.	Weekly Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.17
18.	Monthly Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.18

No	Item Description	Document No
19.	Public Complaints Register	009-TCC-CLO-SUS-TMP-11386.19
20.	Application for Exemption	009-TCC-CLO-SUS-TMP-11386.20
21.	Site Closure Certificate	009-TCC-CLO-SUS-TMP-11386.21
22.	Contractor's Environmental Management File Handover	009-TCC-CLO-SUS-TMP-11386.22
23.	Basic Environmental Rules for Visitors	009-TCC-CLO-SUS-GDL-11386.23
24.	Basic Environmental Rules for Contractors	009-TCC-CLO-SUS-GDL-11386.24
25.	Basic Site Procedure	009-TCC-CLO-SUS-GDL-11386.25
26.	Contractor Environmental and Sustainability Specification Guidelines (CESSG)	TRN-IMS-GRP-GDL-014.04

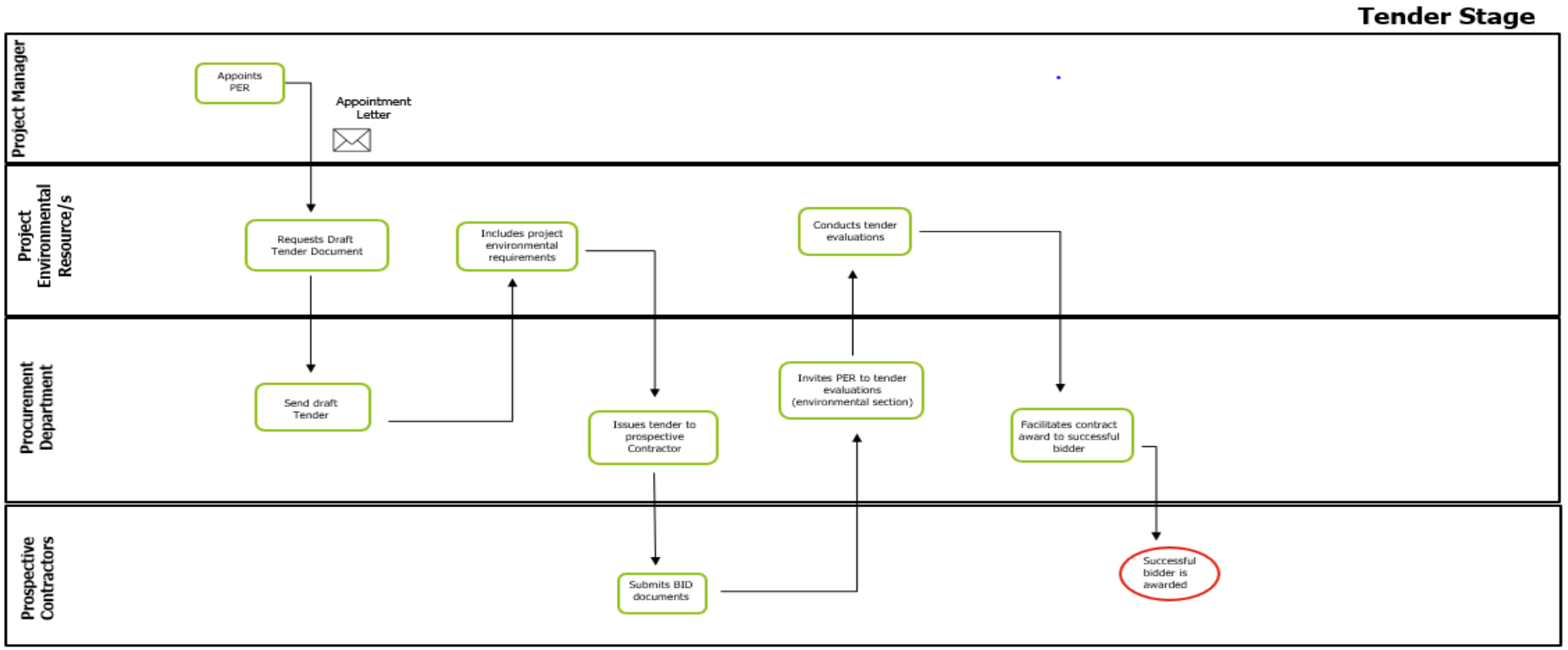
Annexure 8.2 Construction Environmental Management File Index

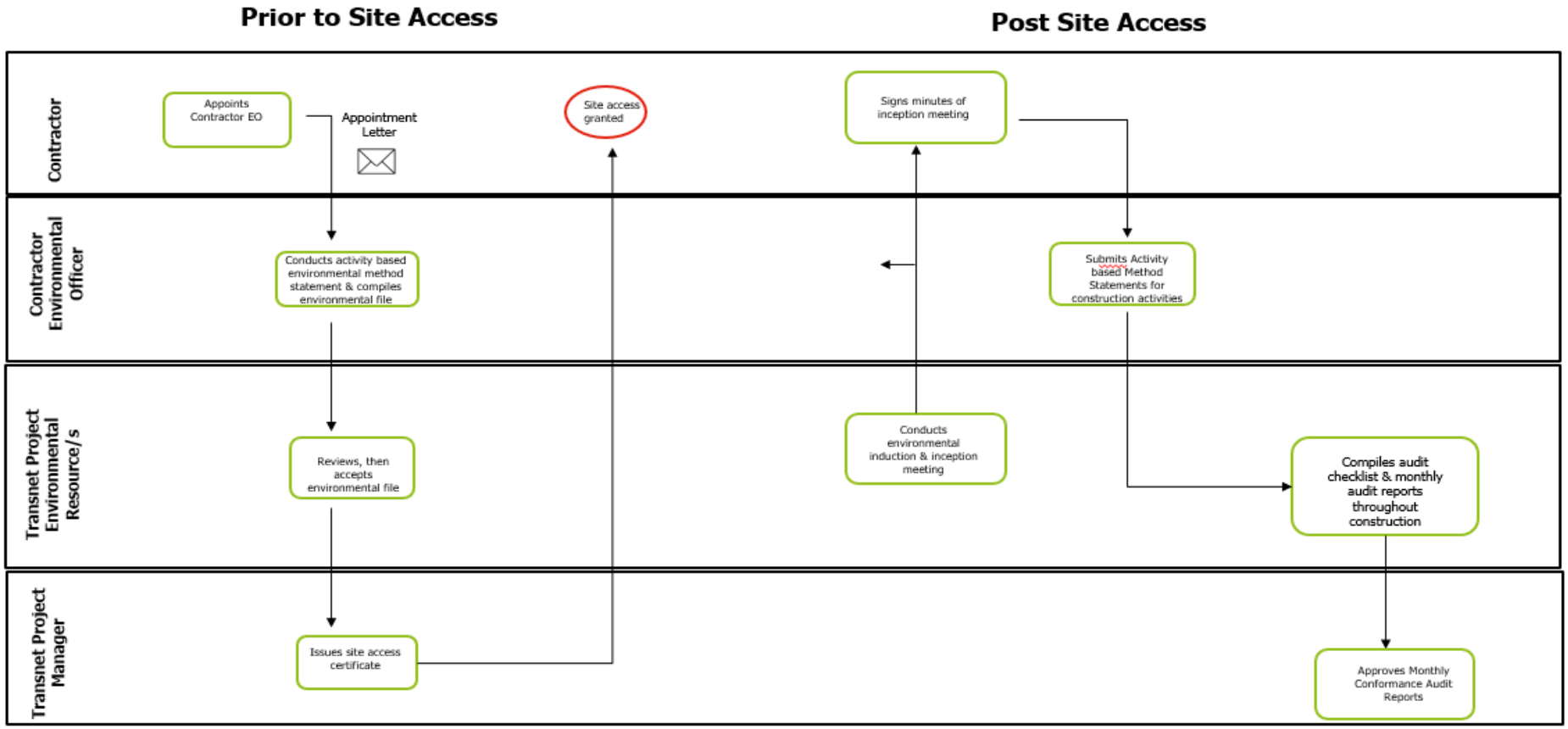
No	Item Description	Document No
1	Transnet Integrated management System (TIMS) Policy Statement	-
2.1	Standard Operating Procedure (SOP) - Construction Environmental Management (CEM)	009-TCC-CLO-SUS-11386
2.2	Environmental and Sustainability Specification Guidelines	TRN-IMS-GRP-GDL-014.04
3	Project Environmental Specification (PES)	009-TCC-CLO-SUS-TMP-11386.2
4	Declaration of Understanding (Signed)	009-TCC-CLO-SUS-TMP-11386.3
5.1	Contractor's Information	009-TCC-CLO-SUS-TMP-11386.4
5.2	Contractor's Environmental Policy	-
5.3	Contractor's Organogram	-
5.4	Contractor's Environmental Management Plan	-
5.5	Appointment of Contractors EO and Declaration of Understanding (Including CV and Job Profile)	009-TCC-CLO-SUS-TMP-11386.5
6	Schedule of Contractor's Construction Plant and Equipment	009-TCC-CLO-SUS-TMP-11386.6
7	Hazardous Substances Register	009-TCC-CLO-SUS-TMP-11386.7
8	Emergency Contacts Register	009-TCC-CLO-SUS-TMP-11386.8
9	Energy Consumption Register	009-TCC-CLO-SUS-TMP-11386.9
10	Water Usage Register	009-TCC-CLO-SUS-TMP-11386.10
11	Training Attendance Register	TIMS Procedure
12	Project Start-Up Checklist	009-TCC-CLO-SUS-TMP-11386.11
13	Site Access Certificate	009-TCC-CLO-SUS-TMP-11386.12
14	Method Statement Register	009-TCC-CLO-SUS-TMP-11386.13

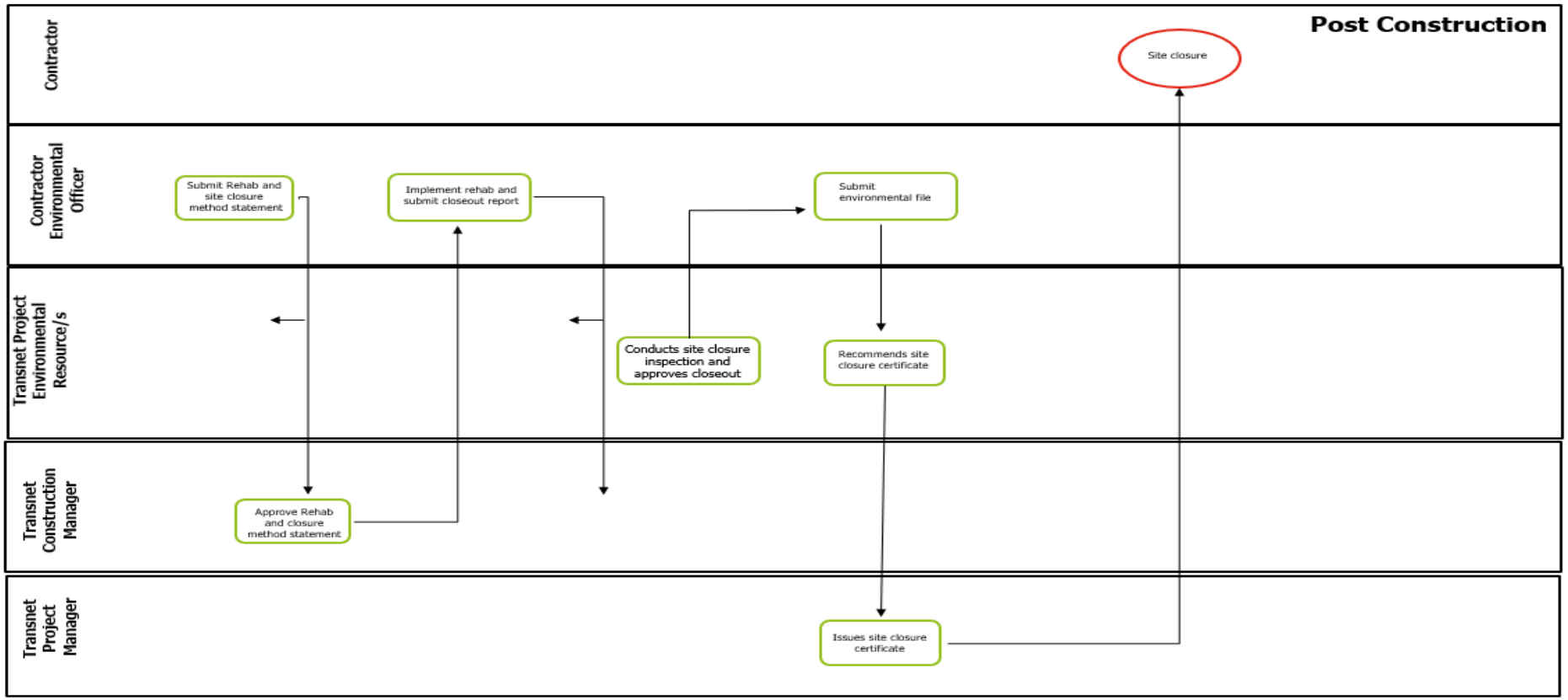
No	Item Description	Document No
15	Method Statements	009-TCC-CLO-SUS-TMP-11386.14
16	Waste Disposal Register	009-TCC-CLO-SUS-TMP-11386.15
17.1	Daily Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.16
17.2	Weekly Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.17
17.3	Monthly Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.18
17.4	Environmental Inspection Findings Close-out Register	TIMS Procedure
18	Public Complaints Register	009-TCC-CLO-SUS-TMP-11386.19
19	Occurrence Register	TIMS Procedure
20	Transnet Occurrence Notification Report	TIMS Procedure
21.1	Environmental Occurrence Technical Form	TIMS Procedure
21.2	On-site Investigation Form – Incident Commander Report	TIMS Procedure
21.3	Investigation Form Report for Level 3 & 4 Occurrences	TIMS Procedure
21.4	Incident Commander Appointment Letter	TIMS Procedure
22	Non-Conformance Register	TIMS Procedure
23	Non-Conformance Report Form	TIMS Procedure
24	Non-Compliance Stop Certificate	TIMS Procedure
25	Application for Exemption	009-TCC-CLO-SUS-TMP-11386.20
26.1	Site Closure Inspection Form	TIMS Procedure
26.2	Site Closure Certificate	009-TCC-CLO-SUS-TMP-11386.21
26	Contractor's Environmental Management File Handover	009-TCC-CLO-SUS-TMP-11386.22

No	Item Description	Document No
27.1	Basic Environmental Rules for Visitors	009-TCC-CLO-SUS-GDL-11386.23
27.2	Basic Environmental Rules for Contractors	009-TCC-CLO-SUS-GDL-11386.24
27.3	Basic Site Procedure	009-TCC-CLO-SUS-GDL-11386.25

Annexure 8.3 Construction Environmental Management Process Flow







STANDARD OPERATING PROCEDURE

CONSTRUCTION ENVIRONMENTAL MANAGEMENT

Document number	009-TCC-CLO-SUS-11386
Version number	1.0
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Effective date	01 October 2023
Review date	30 September 2028

SUMMARY VERSION CONTROL

VERSION NO.	NATURE OF AMENDMENT	PAGE NO.	DATE REVISED
1.0	New Procedure		

Note: Only latest amendments and/or additions are reflected in italics in the body of the document.

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1. PURPOSE

1.1 The purpose of this Standard Operating Procedure (SOP) is to define how environmental management will be practiced on any construction project under the management of Transnet to ensure that the environment is considered, negative impacts avoided or minimized, and positive impacts are optimized and/or enhanced throughout the lifecycle of the asset.

1.2 It further defines environmental management responsibilities for key stakeholders involved in the construction management process.

1.3 It must be read in conjunction with the Contractor Environmental and Sustainability Specification Guidelines (CESSG) and the Project Environmental Specification (PES) relevant to the project.

1.4 In this document, unless the context clearly indicates otherwise:

- Words importing any one gender shall include the other gender.
- The singular shall include the plural and vice versa; and
- Any reference in this document to legislation or subordinate legislation is to such legislation or subordinate legislation at the date of promulgation thereof and as amended and/or re-enacted from time to time.

2. APPLICABILITY

2.1 The SOP applies to any construction project under the management of Transnet SOC Ltd or its Construction Agent.

3. REFERENCE DOCUMENTS

Name	Applicable Section
Constitution of South Africa, Act 108 of 1996	Section 24 (a) right to an environment that is not harmful to health or wellbeing Section 24(b) (i) right to have environment protected for current and future generations through legislation and measures that prevents pollution and ecological degradation.
Capital Governance and Assurance Policy	Entire document
Capital Governance and Assurance Framework	Entire document
Capital governance and Assurance Manual	Entire document.
PLP Manual – Execution	Entire document
National Environmental Management Act, 107 of 1998	Section 2 National Environmental Management Principles (4) (viii), (e), (h), (j) and (p).
National Water Act, 36 of 1998	Section 164, Permissible Water Use Section 19
National Environmental Management: Waste Act, 58 of 2008	Part 1 15 (1) (i) and (2) Part 6 26 (10 (a) and (b) Scheduled 3, Defined Wastes Category B: Hazardous Wastes Part 8: Contaminated Land
Environment Conservation Act, 73 of 1989	Section 20
Occupational Health and Safety Act, 85 of 1993	Asbestos Regulations, 2001 Government Notice R155 in Government Gazette 23108 of February 2002

Name	Applicable Section
	General Safety Regulations-Reg. 2 (2) PPE
GNR 326, 7 April 2017 as amended, EIA Regulations	Chapter 15
Integrated Management System – Policy Statement Procedure (TRN-IMS-GRP-PROC-002)	Whole document
Integrated Management System – Competency, Awareness and Training Procedure	Whole document
Integrated Management System[1] – Document, Data and Record Management Procedure (TRN-IMS-GRP-PROC-010)	Whole document
Integrated Management System – Occurrence and Non-Conformance Management Procedure (TRN-IMS-GRP-PROC-013)	Whole document
Transnet Environmental Risk Management Strategy and Framework	2015:42
Environmental Management Systems ISO 14001: 2015	Clause 5, 6, 7, 8, 9 and 10

[1] Management of certain documents, data and records will be in accordance with NEC3 – Engineering and Construction Contract prescripts

4. DEFINITIONS AND ABBREVIATIONS

4.1 DEFINITIONS

Compliance	The action or fact of complying with legislation or regulations.
Conformance	The action or fact of conforming to this standard and other internal Transnet policies, procedures, guidelines and best practice.
Contractor	The **Principal Contractor** as engaged by Transnet for infrastructure construction operations, including all sub-contractors appointed by the main contractor of his own volition for the execution of parts of the construction operations; and any other contractor from time to time engaged by Transnet directly in connection with any part of the construction operations which is not a nominated sub-contractor to the Principal Contractor.
Contractor Environmental and Sustainability Specification Guidelines (CESSG)	A set of minimum environmental standards for all Transnet SOC Ltd-managed construction sites.
Corrective Action	It is generally a reactive process used to address problems after they have occurred. Corrective action may be triggered by a variety of events, e.g. Non-conformance to documented procedures and work instructions, non-conformances raised through internal audits, unacceptable monitoring and measurement results, internal & external SHEQ complaints, etc.
Emergency	Sudden unforeseen event needing immediate or prompt action.

Environment	Surroundings in which the Contractor operates, including air, water, land, natural resources, flora, fauna, humans and their interrelations.
Environmental Aspect	Element of an organization's activities or products or services that interacts or can interact with the environment
Environmental Authorisation (EA)	Environmental Authorisation is the authorisation granted by a competent authority of a listed activity or specified activity in terms of National Environmental Management Act 107 of 1998 (as amended).
Environmental Impact	Change to the environment whether adverse or beneficial, wholly or partially resulting from an organization's environmental aspects
Environmental Management Plan (EMP)	A plan generated by the Contractor describing the relevant roles and responsibilities and how potential environmental risks will be assessed and managed including the monitoring and recording thereof.
Environmental Management Programme (EMPr)	A programme that has been approved by the Competent Authority in terms of NEMA, 107 of 1998 stipulating information on any proposed management, mitigation, protection or remedial measures that will be undertaken to address the environmental impacts that have been identified
Environmental Risk	The product of the likelihood and severity of an unforeseen occurrence/incident/aspect and the impact it would have, if realised, on the environment

Incident/Occurrence	An undesired event occurring at work that results in physical harm to a person or death, or damage to the environment, plant and/or equipment, and/or loss of production.
Non-conformance	An action or situation that does not conform to Transnet's SHEQ standards, procedures or legislative requirement(s) and that can be, or lead to, an unacceptable SHEQ incident.
Non-compliance	Contravention to environmental legislative requirements.
Project Environmental Specification (PES)	Describes standards specific to a particular project. Variations and additions to the CESSG are set out in this PES. These would include the EA issued to the project or elements generally drawn from the EA or permits for that project or from specific requirements set by the Transnet Operating Divisions. The PES may also require a more stringent standard to that described in the CESSG if required by the EA or a particular industry code to which Transnet subscribes including any environmental constraints at a construction site.
Sub -Contractor	A person or organisation who has a contract with the contractor to - Construct or install part of the contractors work. - Provide a service necessary to provide the works; or - Supply plant and materials which the person or organisation has wholly or partly designed specifically for the works.

4.2 ABBREVIATIONS

Acronym	Meaning in Full
CESSG	Contractor Environmental and Sustainability Specification Guidelines
CM	Construction Manager
CV	Curriculum Vitae
CEM	Construction Environmental Management
DFFE	Department of Forestry, Fisheries and the Environment
DWS	Department of Water and Sanitation
EA	Environmental Authorisation
ECO	Environmental Control Officer
EO	Environmental Officer
EMI	Environmental Management Inspectorate
NCR	Non-conformance Report
NEMA	National Environmental Management Act 107 of 1998 (as amended)
PER	Project Environmental Resource
PES	Project Environmental Specification
PLP	Project Life-cycle Process
PM	Project Manager

Acronym	Meaning in Full
SAHRA	South African Heritage Resources Agency
SOP	Standard Operating Procedure
SHEQ	Safety, Health, Environment and Quality
Transnet	Transnet SOC Ltd

5. ACCOUNTABILITY, RESPONSIBILITY AND AUTHORITY

5.1 Transnet Procurement Department

5.1.1 Ensures that this SOP (and relevant associated environmental specifications) is included in any construction-related request whether open market, quotation or confinement process.

5.1.2 The Procurement Department shall further ensure that the relevant environmental personnel are consulted during tender review, tender evaluation and contract award.

5. Transnet Project Manager (PM)

5.2.1 Takes overall accountability for the project including ensuring that this SOP is implemented by all relevant stakeholders.

5.2.2 The specific tasks during construction will include:

- Appointment of the Transnet Environmental Resource/s;
- Certifying site access to the Contractor;
- Giving instructions to the Contractor on recommendation from the Transnet Environmental Resource/s (e.g. defects, non-conformances etc.); and
- Certifying site closure to the Contractor.

5.3 Transnet Project Environmental Resource

5.3.1 The Transnet Project Environmental Resource (PER) will be responsible for ensuring that this SOP and associated specifications or requirements are complied with. The Transnet PER will report functionally to the relevant PM.

5.3.2 The specific tasks will include:

- Preparation of the PES;
- Tender evaluation, development of environmental criteria and adjudication thereof;
- Liaison with the relevant environmental Competent Authorities;

- Review and approve site layout plan including any subsequent revisions thereof;
- Environmental Induction of Contractor's staff;
- Generate an inspection checklist prior to construction commencement;
- Review and Sign off Method Statements prepared by Contractor;
- Prepare environmental monitoring protocols/checklists to be used during construction;
- Prepare monthly conformance audit reports, including sign-off on Monthly Inspection Reports;
- Conduct monthly observation & inspections of all work places based on the approved inspection checklist;
- Audit conformance to Method Statements;
- Monitor the Contractor's compliance with this SOP and any other environmental requirements relevant to the site;
- Develop an Audit Finding and Close out Register that documents all audit findings, close out actions and the time frame allowed for in order to close the finding/s;
- Ensure that all environmental monitoring programmes (sampling, measuring, recording etc. when specified) are carried out according to protocols and schedules;
- Measurement of completed work (e.g. areas top soiled, re-vegetated, stabilised etc.);
- Attendance at scheduled SHE meetings, as and when required, and project coordination meetings;
- Ensure that site documentation (permits, licenses, EA, EMPr, SOP-CEM, method statements, audit reports, waste disposal slips etc.) related to environmental management is maintained on the relevant Document Control System;
- Inspect and report on environmental incidents and check corrective action;
- Keep a photographic record of all environmental incidents;

- Environmental incident management as required by Transnet policies and procedures;
- Implementation of environmental-related actions arising out of the minutes from scheduled meetings;
- Management of complaints register;
- Conduct any environmental incident investigations;
- Coordinate and/or facilitate any environmental monitoring programmes e.g. EMI Inspections, ECO Audits, Transnet Environmental Assurance Audits etc.
- Collate information received, including monitoring results into a monthly report that is supported with photographic records to the Transnet CM and Transnet PM showing progress against targets; and
- Report environmental performance of the project on a monthly basis through relevant governance channels.

5.3.3 The tasks stipulated above may be conducted by one or more Project Environmental Resource, depending on the scale, complexity and sensitivity of the environment. Discretion to be taken by the Environment Lead within the area of control of the project site.

5.4 Transnet Construction Manager (CM)

5.4.1 The Transnet Construction Manager (CM) has overall responsibility for environmental management on site and reports to the Transnet PM. The Transnet CM is supported by the Transnet PER.

5.4.2 The specific tasks during the construction stage will include:

- Reviewing the monthly reports compiled by the Transnet PER;
- Approving method statements prepared by the Contractor;
- Communicating directly with the Contractor on environmental issues observed on-site; and
- Escalating any relevant environmental matters to the Transnet PM.

5.6 Environmental Control Officer

5.6.1 The Environmental Control Officer is an independent person legally appointed to monitor compliance of construction related activities with the conditions of the Environmental Authorisation. The ECO fulfils an autonomous role and submits reports to the Competent Authority at timeframes specified in the Environmental Authorisation.

5.6.2 The Environmental Control Officer will conduct the following tasks:

- Monitors compliance to the conditions of the EA, Environmental Management Programme (EMPr) and can include permits and licences applicable to a project;
- Attends project meetings as and when required;
- Conducts audits at a frequency stipulated on the EA/EMPr; and
- Compiles audit reports and submits them to relevant authorities.

5.7 Contractor's Environmental Officer

5.7.1 The Contractor's Environmental Officer (EO) must ensure implementation of the requirements of this SOP on site.

5.7.2 The Contractor's EO will liaise with the Transnet PER on site. It will be the responsibility of the Contractor's EO to ensure that all work is conducted according to the approved Method Statements and that the Contractor team's roles and responsibilities as set out in this document are fulfilled.

5.7.3 The Contractor EO's tasks will include:

- Developing an appropriate environmental file for approval by the Transnet PER prior to site access, including but not necessarily limited to (the environmental file must always be available and up to date on the construction site):
  - All environmental documents provided by Transnet in the tender e.g. policies, SOPs, standards, environmental approvals;

- Contractors commitments to comply with this SOP and associated documents as signed during tender;
- The Contractor's EMP;
- His/her CV;
- An organogram indicating reporting lines of all Contractor's staff (with names included);
- Contact Information for: the overall responsible person acting on behalf of the Contractor to execute the construction works; Contractor's CM; Contractor's EO; all relevant emergency personnel;
- A list of the Contractor's plant and equipment indicating a description of the plant/equipment, its fuel capacity, any hazardous components (oils, greases etc.), individual service/maintenance cycles and noise levels;
- A list of hazardous substances to be used during construction indicating: official substance name from Material Safety Data Sheet (MSDS); quantity on site; storage method; transport method to site; period to be used on site (all substances listed must have an MSDS on site in the environmental file);
- Site Layout Plan indicating but not necessarily limited to, access roads, site offices, material laydown areas, stockpile areas and parking areas, waste and effluent storage and handling facilities, entire construction footprint, no-go-areas, sewage and sanitary facilities. The plan must be appropriately drawn on a computer and must be clearly visible and properly scaled;
- A site establishment method statement (for more details on what method statements should entail the Contractor must refer to the Minimum Requirements for Construction Environmental Management)

- Conducting an activity-based environmental risk assessment based on the Contractor's scope of work;
- Agreeing on an appropriate inspection schedule with the Transnet PER (either daily or weekly);

- Ensuring that all required Contractor staff attends the environmental induction to be given by the Transnet PER (any Contractor's staff, sub-contractors or visitors to site must subsequently be inducted by the Contractor's EO);
- Inspection of the work area(s) as per schedule or authorised through written instruction by Transnet PER;
- Preparing activity-based Method Statements that indicate how environmental risks will be managed on site OR ensuring that the necessary environmental information is included in the Contractor's method statements (all method statements must be maintained in the Contractor's Environmental File);
- Identify local, provincial and national environmental legislation that applies to the Contractor's activities;
- Conduct ongoing Environmental Awareness Training of the Contractor's site personnel;
- Reporting, investigating and recording of any environmental incidents caused by the Contractor or due to the Contractor's activities, including their sub-contractors and visitors;
- Close out of environmental incidents;
- Attendance at all SHE meetings and induction programmes, and toolbox talks where required
- Monitor Waste Management;
- Monitor Water Management;
- Monitor Energy Management;
- Ensure that environmental signage and barriers are correctly placed;
- Taking required corrective action within specified time frame and close out of non-conformances; and
- Maintain site documentation related to environmental management on site.

5.7.4 The Contractor's EO will be expected to submit reports to the Transnet PER on a daily/weekly basis.

5.8 The Contractor

5.8.1 The Contractor shall comply with the requirements of this SOP and abide by the Transnet PM's instructions regarding the implementation of this SOP.

5.8.2 The Contractor must confirm that he will conform to the requirements of this SOP and any other documents provided to him by Transnet during tender.

5.8.3 The Contractor must recommend a suitably qualified, competent person to fulfill the role of the Contractor's EO at tender and if accepted by Transnet this person must be appointed when the Contract is awarded for the duration of construction. Should this person be replaced for whatever reason, the Contractor shall ensure that a person of similar qualification and competency is appointed in his/her place before the previous incumbent vacates his/her position.

5.8.4 The Contractor must obtain any relevant environmental approvals required by his activities that have not been obtained by Transnet e.g. permits for the destruction of protected plant species; grave relocation permits etc.

5.8.5 The Contractor shall have overall accountability for environmental compliance on site and will be held liable for any non-compliance with environmental statutes or non-conformances with this SOP due to his negligence.

5.9 Reporting Lines

5.9.1 The organisational structure identifies and defines the responsibilities and authority of the various entities involved in the project. All instructions and official communications regarding environmental matters will follow the organisational structure shown in Figure 1.

5.9.2 All instructions that relate to the SOP will still be given to the Contractor via the Transnet PM. In an emergency situation, however, the Transnet PER may give an instruction directly to the Contractor. Environmental Management of the site will be an item on the agenda of the monthly site meetings, and the Transnet PER will attend these meetings on request by the contractor. If at any time the Transnet

PM is uncertain in any way with respect to an environmentally related issue or specification in the SOP, he will consult with the Transnet PER .

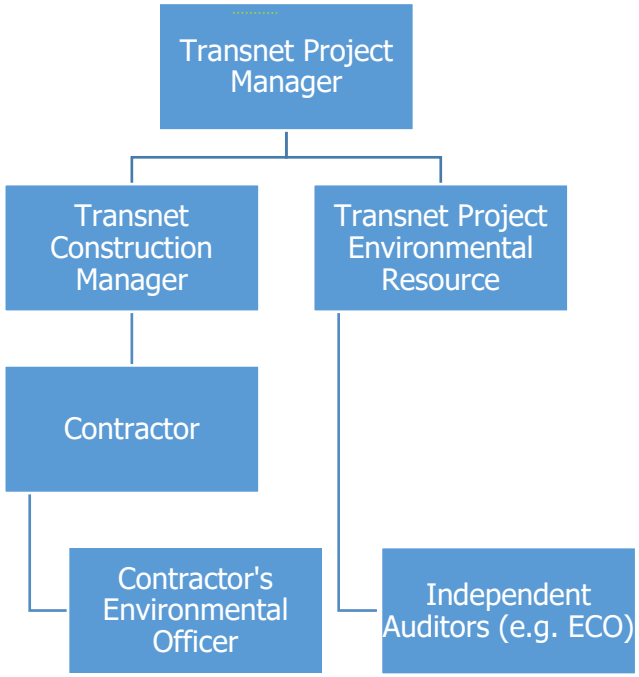


Figure 1: Typical Transnet Organogram for Construction Environmental Management[2]

6. STANDARD OPERATING PROCEDURE

6.1 Tender Stage (prior to Contract Award)

- The Transnet PM appoints or assign a Project Environmental Resource/s[3].
- The Transnet PER requests the draft tender from the Transnet Procurement Department
- Transnet Procurement routes the draft tender to the Transnet PER

[2] Structure dependent on OD own structure and organizational operating model

[3] Project complexity will determine the final environmental management structure on the project.

- The Transnet PER ensures the tender includes all relevant environmental documents and signs the routing slip.
- The Transnet Procurement Department issues the tender to prospective Contractor(s).
- The Contractor submits his bid which MUST include: a commitment to conform to this SOP signed by the duly delegated person; recommendation of a suitably qualified, competent person to fulfill the role of the Contractor's EO; Environmental Policy; and EMP
- After submission the Transnet Procurement Department will invite the Transnet PER to evaluate tender submissions (environmental section);
- The Transnet PER evaluates the prospective Contractor's environmental submission.
- The Contract is awarded to the successful bidder.

6.2 Construction Stage (prior to Site Access)

- The Contractor appoints the Contractor's Environmental Officer (EO) accepted by Transnet SOC Ltd.
- The Contractor provides his EO with all documents submitted during tender, including but not necessarily limited to:
  - All environmental documents provided by Transnet in the tender e.g. policies, SOPs, standards, environmental approvals etc;
  - commitment to conform to this SOP; and
  - The EMP.
- The Contractor's EO conducts an activity-based environmental risk assessment;
- The Contractor's EO develops an appropriate environmental file for approval by the Transnet PER, including but not necessarily limited to all the documents specified in Section 5.7 above (the environmental file must always be available and up to date on the construction site);
- The Contractor's EO submits the environmental file for acceptance to the Transnet PER;

- Once accepted, the Transnet PER recommends that site access be granted to the Transnet PM; and
- The Transnet PM issues the Contractor with a Site Access Certificate

6.3 Construction Stage (post Site Access)

- The Transnet PER inducts all Contractor's staff on the environmental requirements of the site;
- The Transnet PER has an inception meeting with the Contractor's EO on site where the following is agreed:
  - The contents of the contractor's environmental file (in addition to what was approved prior to granting site access). This will include but not necessarily be limited to: a list of interested and affected parties that may be impacted by construction e.g. surrounding landowners, nearby communities etc.; energy consumption information; water use information; environmental induction and awareness information; activity-based environmental method statements; complaints records; record of external communications; environmental incident reports; minutes of contractors environmental meetings.
  - The composition of the Project Environmental Specification (PES) and how it will be implemented. This will include but may not necessarily be limited to: Environmental Approvals (e.g. Environmental Authorisations, Water Use Licenses, Waste Management Licences, Atmospheric Emissions Licences etc.); Environmental Management Programmes/Plans approved by external parties/authorities; and any third party auditors/monitoring specialists (e.g. Environmental Control Officers; Independent Auditors; Transnet Environmental Assurance Specialists; Water Quality Monitoring experts etc.) that have a bearing on the contractor's scope of work.
  - The frequency of inspections to be conducted by the Contractor's EO (e.g. daily, weekly etc.)
  - The frequency of inspections to be conducted by the Transnet PER (e.g. daily, weekly and/or monthly). Notwithstanding that the frequency of

Transnet PER inspections will be agreed, the Contractor may never refuse the Transnet PER

- The format used and elements to be checked during Contractor's inspections
- Reporting frequency and requirements
- The process to be followed in handling Environmental Occurrences and – Non-conformances

- **Note:** All the aforementioned agreements will be formalized in the form of minutes which the Transnet - and Contractor's EO must sign and must subsequently be approved by the Transnet Project Environmental Resource.
- The Transnet PER reviews the Contractor's activity-based environmental risk assessment and instructs the Contractor's EO to submit activity-based method statements for construction activities that may pose an environmental risk (for more details on what method statements should entail the Contractor must refer to the Minimum Environmental Requirements for Construction). Only once a method statement has been approved by the Transnet PER and Transnet CM and ECO (where relevant) may the Contractor execute the relevant activity.
- The Contractor's EO submits the method statements to the Transnet PER for approval (these must also be approved by the Transnet CM);
- The Transnet PER compiles a site audit checklist (covering all environmental compliance and conformance requirements) for approval by the Transnet Project Environmental Manager
- Whilst the Contractor executes the work in terms of the requirements of the Contract, the Contractor's EO and Transnet PER execute their monitoring functions as per this SOP and other monitoring stakeholders/auditors as per the PES.
- The Transnet PER shall submit monthly reports to the Transnet CM and PM indicating the following:
  - Date of the inspection(s);
  - Details and expertise of the Transnet PER;

- Scope and purpose for which the report was prepared;
- Description of the methodology used during the inspection and report compilation;
- Compliance and/or conformance status of all relevant/individual elements as per the inspection checklist culminating in an overall compliance/conformance percentage for the project;
- Assumptions;
- Description of consultation processes undertaken during the inspection(s) with a summary and associated records of such consultations;
- Environmental incidents and non-conformances;
- Photos of pertinent construction and environmental matters that occurred on site;
- Water abstracted/withdrawn during the month (in kiloliters) as well as an indication of the source;
- Water recycled and/or reused during the month (in kiloliters);
- Waste water discharged (in kiloliters);
- Waste (both general and hazardous) disposed (in tonnages) with an indication of waste type;
- Waste recycled (in tonnages);
- Alien invasive species eradicated (in hectares);
- Number of listed species safely relocated;
- Environmental Fines, Non-Compliances or Directives issues by authorities;
- Any NEMA Section 30 or NWA Section 19 incidents;
- Environmental Grievances;
- Rehabilitated Land (in hectares);
- Number of graves and/or heritage artifacts moved;
- Energy consumption for the project [Electricity(kWh); Gas (GJ); Oil(l); Diesel(l); Petrol(l); LPG(GJ)];
- Status of previous findings and/or observations; and
- Recommendations for improvement.

6.4 Post Construction

- The Contractor's EO submits a rehabilitation and site closure method statement for approval by the Transnet PER and Transnet CM.
- Once approved, the Contractor implements the rehabilitation method statement accordingly.
- The Contractor's EO submits a site close-out report for acceptance by the Transnet PER and CM.
- Post rehabilitation, the Transnet PER conducts a site closure inspection to ensure all requirements of the rehabilitation method statement have been met.
- Once rehabilitation has been accepted by the Transnet PER, the Contractor's EO sends the Transnet PER a copy of the entire environmental file (original to be handed over to Transnet as per document handover requirements of the Contract).
- On receipt of the environmental file, the Transnet PER recommends that a site closure certificate can be issued to the Transnet PM.
- The Transnet PM issues the Contractor with a Site Closure Certificate.

7. RECORDS

7.1 The responsibility for maintaining all records required by this SOP shall rest with the Contractor's EO; Transnet PER as specified below:

Record	Maintained By
1. Transnet PER Appointment Letter	Transnet PER
2. Signed Tender Routing Slip	Transnet PER
3. Contractor's Confirmation to conform to this CEM SOP	Transnet PER; Contractor's EO
4. Recommendation of Contractor's EO	Transnet PER

Record	Maintained By
5. Contractor's Environmental Policy	Transnet PER; Contractor's EO
6. Contractor's Environmental Management Plan	Transnet PER; Contractor's EO
7. Tender Evaluation Records from Transnet PER	Transnet PER
8. Contract	Transnet PER
9. Contractor EO's Appointment Letter and CV	Transnet PER
10. Activity-Based Environmental Risk Assessment	Transnet PER; Contractor's EO
11. Contractor's Organogram	Transnet PER; Contractor's EO
12. Contractor's Contact Information	Transnet PER; Contractor's EO
13. List of Contractor's Plant and Equipment	Contractor's EO
14. List of Hazardous Substances used by Contractor	Contractor's EO
15. Material Safety Data Sheets	Contractor's EO
16. Site Layout Plan	Transnet PER; Contractor's EO
17. Site Establishment Method Statement	Transnet PER; Contractor's EO
18. Minutes of Transnet PER – Contractor's EO Inception Meeting	Transnet PER; Contractor's EO
19. Environmental Induction Attendance Register (including material used during induction)	Transnet PER; Contractor's EO
20. Activity-based Method Statements	Transnet PER; Contractor's EO

Record	Maintained By
21. Contractor's Inspection Reports	Transnet PER; Contractor's EO
22. Transnet PER Inspection Reports	Transnet PER
23. List of Local, Provincial and National Environmental legislation applicable to the site	Contractor's EO
24. Environmental Awareness Attendance Registers (including material used)	Contractor's EO
25. Environmental Incident Reports	Transnet PER; Contractor's EO
26. Minutes of SHE Meetings	Transnet PER; Contractor's EO
27. Waste Records	Transnet PER; Contractor's EO
28. Water Records	Transnet PER; Contractor's EO
29. Energy Records	Transnet PER; Contractor's EO
30. Non-Conformance Records	Transnet PER; Contractor's EO
31. Approval of Contractor's Environmental File	Transnet PER
32. Site Access Certificate	Transnet PER
33. Approved Transnet PER Checklist	Transnet PER
34. Transnet Monthly PER Reports	Transnet PER
35. Rehabilitation Method Statement	Transnet PER; Contractor's EO
36. Contractor's Site Close-Out Report	Transnet PER; Contractor's EO
37. Transnet PER Site Closure Report	Transnet PER
38. Contractor's Environmental File Handover Transmittal	Transnet PER; Contractor's EO
39. Site Closure Certificate	Transnet PER

8. ANNEXURES

8.1 List of Construction Environmental Management Templates, Forms and Guidelines

8.2 009-TCC-CLO-SUS-TMP-11386.22 - Construction Environmental Management File Index

8.3 009-TCC-CLO-SUS-TMP-11386.23 - *Construction Environmental Management Process Flow*

Annexure 8.1 List of Construction Environmental Management Templates, Forms and Guidelines

No	Item Description	Document No
1.	Construction Environmental Management File Index	009-TCC-CLO-SUS-TMP-11386.1
2.	Project Environmental Specification (PES)	009-TCC-CLO-SUS-TMP-11386.2
3.	Declaration of Understanding (Signed)	009-TCC-CLO-SUS-TMP-11386.3
4.	Contractor's Information	009-TCC-CLO-SUS-TMP-11386.4
5.	Appointment of Contractors EO and Declaration of Understanding (Including CV and Job Profile)	009-TCC-CLO-SUS-TMP-11386.5
6.	Schedule of Contractor's Construction Plant and Equipment	009-TCC-CLO-SUS-TMP-11386.6
7.	Hazardous Substances Register	009-TCC-CLO-SUS-TMP-11386.7
8.	Emergency Contacts Register	009-TCC-CLO-SUS-TMP-11386.8
9.	Energy Consumption Register	009-TCC-CLO-SUS-TMP-11386.9
10.	Water Usage Register	009-TCC-CLO-SUS-TMP-11386.10
11.	Project Start-Up Checklist	009-TCC-CLO-SUS-TMP-11386.11
12.	Site Access Certificate	009-TCC-CLO-SUS-TMP-11386.12
13.	Method Statement Register	009-TCC-CLO-SUS-TMP-11386.13
14.	Method Statements	009-TCC-CLO-SUS-TMP-11386.14
15.	Waste Disposal Register	009-TCC-CLO-SUS-TMP-11386.15
16.	Daily Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.16
17.	Weekly Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.17
18.	Monthly Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.18

No	Item Description	Document No
19.	Public Complaints Register	009-TCC-CLO-SUS-TMP-11386.19
20.	Application for Exemption	009-TCC-CLO-SUS-TMP-11386.20
21.	Site Closure Certificate	009-TCC-CLO-SUS-TMP-11386.21
22.	Contractor's Environmental Management File Handover	009-TCC-CLO-SUS-TMP-11386.22
23.	Basic Environmental Rules for Visitors	009-TCC-CLO-SUS-GDL-11386.23
24.	Basic Environmental Rules for Contractors	009-TCC-CLO-SUS-GDL-11386.24
25.	Basic Site Procedure	009-TCC-CLO-SUS-GDL-11386.25
26.	Contractor Environmental and Sustainability Specification Guidelines (CESSG)	TRN-IMS-GRP-GDL-014.04

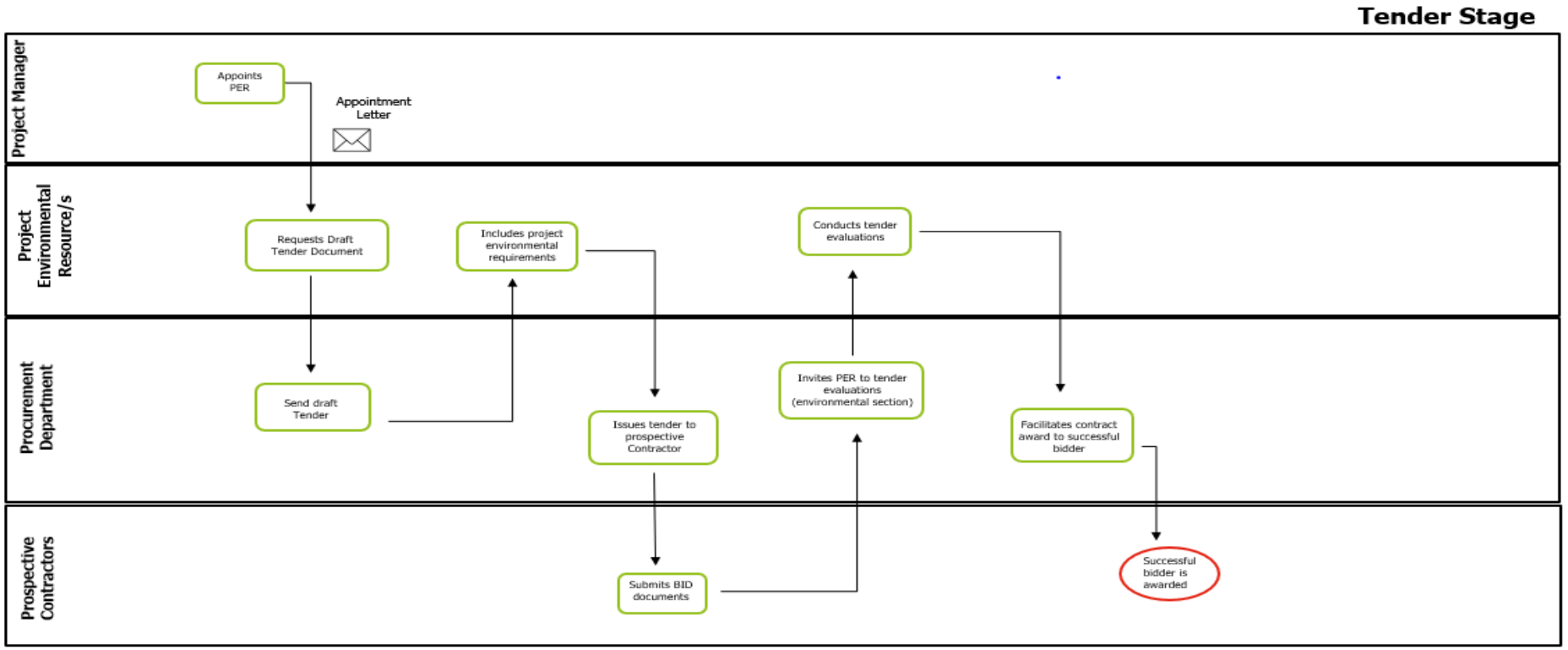
Annexure 8.2 Construction Environmental Management File Index

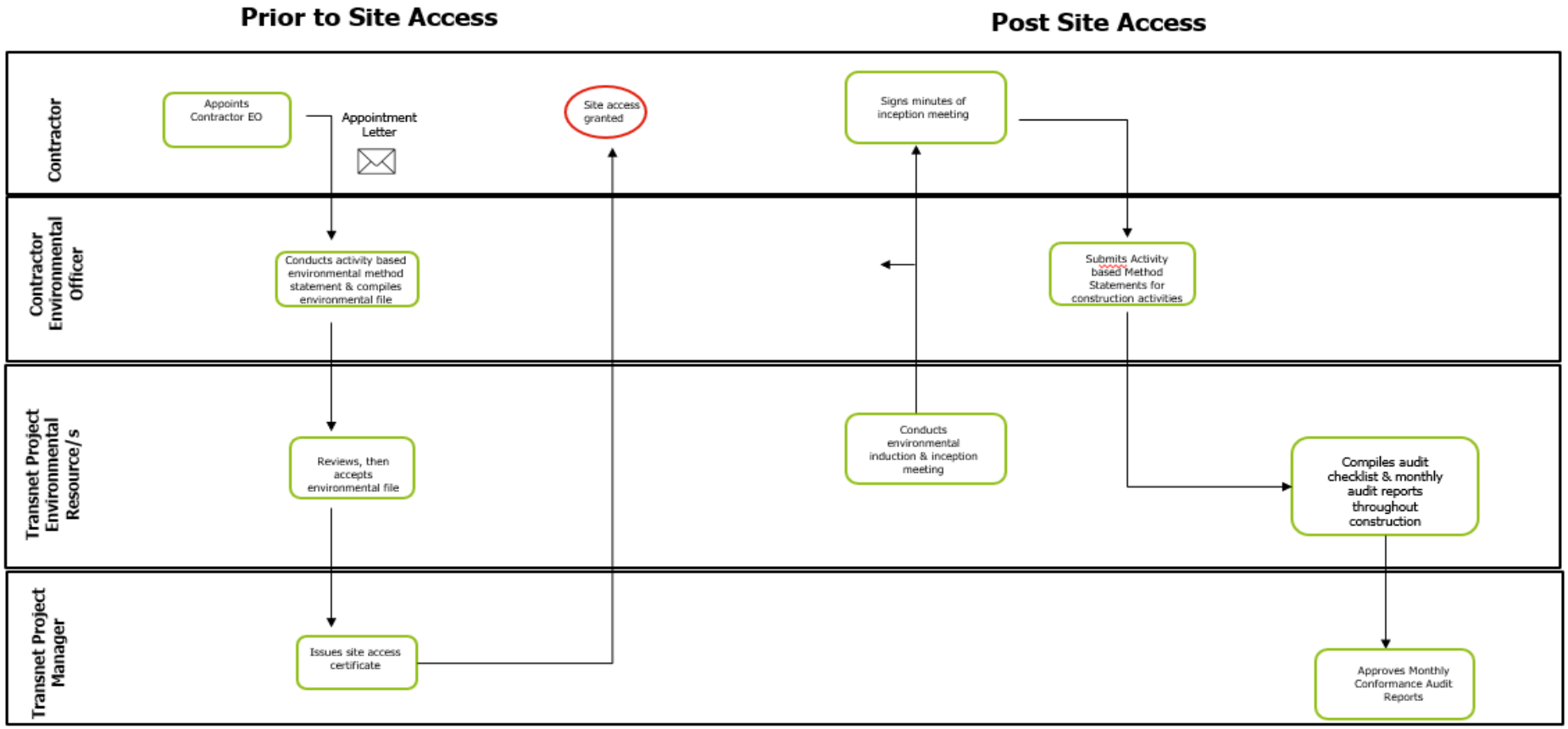
No	Item Description	Document No
1	Transnet Integrated management System (TIMS) Policy Statement	-
2.1	Standard Operating Procedure (SOP) - Construction Environmental Management (CEM)	009-TCC-CLO-SUS-11386
2.2	Environmental and Sustainability Specification Guidelines	TRN-IMS-GRP-GDL-014.04
3	Project Environmental Specification (PES)	009-TCC-CLO-SUS-TMP-11386.2
4	Declaration of Understanding (Signed)	009-TCC-CLO-SUS-TMP-11386.3
5.1	Contractor's Information	009-TCC-CLO-SUS-TMP-11386.4
5.2	Contractor's Environmental Policy	-
5.3	Contractor's Organogram	-
5.4	Contractor's Environmental Management Plan	-
5.5	Appointment of Contractors EO and Declaration of Understanding (Including CV and Job Profile)	009-TCC-CLO-SUS-TMP-11386.5
6	Schedule of Contractor's Construction Plant and Equipment	009-TCC-CLO-SUS-TMP-11386.6
7	Hazardous Substances Register	009-TCC-CLO-SUS-TMP-11386.7
8	Emergency Contacts Register	009-TCC-CLO-SUS-TMP-11386.8
9	Energy Consumption Register	009-TCC-CLO-SUS-TMP-11386.9
10	Water Usage Register	009-TCC-CLO-SUS-TMP-11386.10
11	Training Attendance Register	TIMS Procedure
12	Project Start-Up Checklist	009-TCC-CLO-SUS-TMP-11386.11
13	Site Access Certificate	009-TCC-CLO-SUS-TMP-11386.12
14	Method Statement Register	009-TCC-CLO-SUS-TMP-11386.13

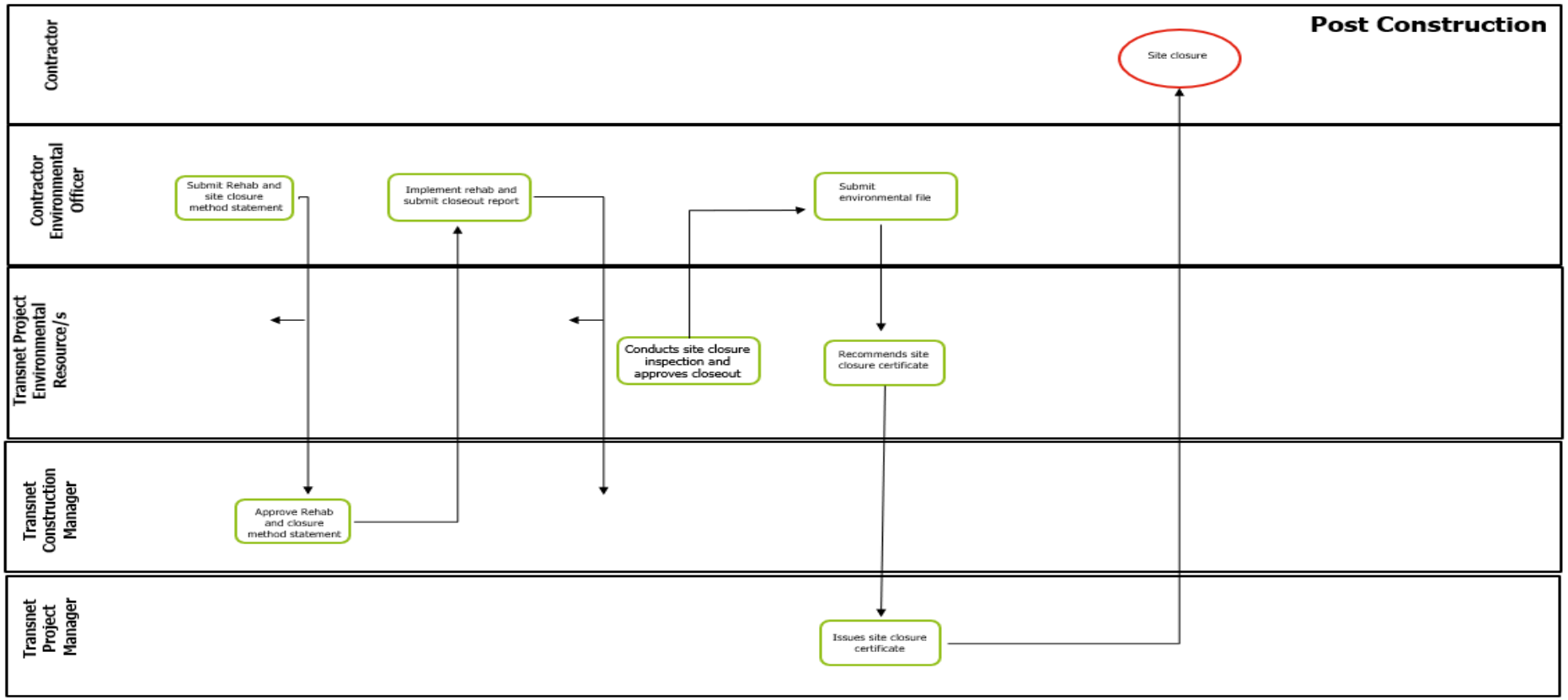
No	Item Description	Document No
15	Method Statements	009-TCC-CLO-SUS-TMP-11386.14
16	Waste Disposal Register	009-TCC-CLO-SUS-TMP-11386.15
17.1	Daily Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.16
17.2	Weekly Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.17
17.3	Monthly Inspection Checklist	009-TCC-CLO-SUS-TMP-11386.18
17.4	Environmental Inspection Findings Close-out Register	TIMS Procedure
18	Public Complaints Register	009-TCC-CLO-SUS-TMP-11386.19
19	Occurrence Register	TIMS Procedure
20	Transnet Occurrence Notification Report	TIMS Procedure
21.1	Environmental Occurrence Technical Form	TIMS Procedure
21.2	On-site Investigation Form – Incident Commander Report	TIMS Procedure
21.3	Investigation Form Report for Level 3 & 4 Occurrences	TIMS Procedure
21.4	Incident Commander Appointment Letter	TIMS Procedure
22	Non-Conformance Register	TIMS Procedure
23	Non-Conformance Report Form	TIMS Procedure
24	Non-Compliance Stop Certificate	TIMS Procedure
25	Application for Exemption	009-TCC-CLO-SUS-TMP-11386.20
26.1	Site Closure Inspection Form	TIMS Procedure
26.2	Site Closure Certificate	009-TCC-CLO-SUS-TMP-11386.21
26	Contractor's Environmental Management File Handover	009-TCC-CLO-SUS-TMP-11386.22

No	Item Description	Document No
27.1	Basic Environmental Rules for Visitors	009-TCC-CLO-SUS-GDL-11386.23
27.2	Basic Environmental Rules for Contractors	009-TCC-CLO-SUS-GDL-11386.24
27.3	Basic Site Procedure	009-TCC-CLO-SUS-GDL-11386.25

Annexure 8.3 Construction Environmental Management Process Flow







TRANSNET

Transnet Integrated Management System (TIMS)
POLICY COMMITMENT STATEMENT

Transnet is a State-Owned Company that operates as an integrated freight transport company, formed around six core operating division namely Transnet Freight Rail (TFR), Transnet Engineering (TE), Transnet National Ports Authority (TNPA), Transnet Port Terminals (TPT) and Transnet Pipelines (TPL) and Transnet Property (TP) that complement each other.

Transnet has developed and implemented a TIMS that forms an integral part of the core business. We are committed to ***transporting freight, passengers, and provide excellent service*** to our customers along key transport corridors. This is done in order to ***competitively grow our business***, enhance efficiency of South Africa's logistics system and thereby contribute to economic vibrancy.

TIMS is established, implemented and maintained in accordance with recognised best practices that will enable us to:

- Incorporate and comply with applicable ***legislation, regulations, codes, standards, protocols, best practices and customer requirements*** to which we subscribe in order to achieve our business objectives;
- Set and achieve ***objectives and targets*** that address significant enterprise-wide ***strategic, tactical and operational risks, opportunities and mitigate the consequences*** thereof;
- Proactively implement ***waste and pollution prevention strategies*** to prevent ***environmental degradation;***
- Continually promote the prudent and ***sustainable*** use of ***energy and natural resources***;
- Provide ***quality products*** and ***services*** in order to meet our customers' requirements;
- Provide ***safe and secure environment*** for our employees and stakeholder;
- Carry out our business in a manner which ***protects our assets and information*** and ***prevents injuries and ill health*** to our employees and stakeholders;
- Promote ***safe operational principles*** during operations to minimize occurrences of safety incidents;
- Strategically ***source our contractors*** through fair, equitable and transparent processes;
- Provide ***soc-economic development*** as a good corporate citizen;
- Promote ***food safety practices*** in our food preparation and handling environments;
- Ensure ***proficiency and preparedness*** to deal with and ***effectively recover*** from any ***emergency situations***;
- ***Develop, train and manage our employees*** through inspirational leadership, provide the necessary ***organizational information, knowledge and resources*** to achieve the intention of this policy statement;
- ***Communicate***, ***engage*** and ***provide support*** and ***appropriate information*** to relevant stakeholders in order to build relationships based on care, openness, mutual trust and involvement as well as promote a TIMS risks awareness culture;
- Allocate ***responsibilities*** and ***accountabilities*** for meeting the requirements of the TIMS policy statement.
- Drive an ***integrated assurance management programme*** to ensure ***continual improvement*** of TIMS.

The TIMS Policy Commitment Statement shall be ***reviewed every three years*** or ***as circumstances dictate*** to ensure that it remains ***current and relevant***. Our progress on the achievement of the policy statement commitments shall be reported in the respective Governance Structures. Transnet recognises its accountability for TIMS; all employees including contractors have a role to play in delivering on the commitment set out in this policy statement.

Group Chief Executive

Date: 29/07/2020
Next Review Date: 29/06/2023

Copies of the approved TIMS Policy Commitment Statement can be made available to external Stakeholders on request.

SPECIFICATION FOR LOW VOLTAGE DISTRIBUTION BOARDS

This specification covers Transnet Group Capital requirements for low voltage distribution boards

REVISIONS		
REV	**DATE**	**APPROVED**
00	**MARCH 2012**	**S.Sewdayal**

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24.	ADDITIONS AND MODIFICATIONS TO EXISTING DISTRIBUTION BOARDS
25.	INSPECTION
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ANNEXURE NO. 1	Statement of Compliance

1. SCOPE

1.1. This specification covers Transnet Group Capital requirements regarding the design, supply, manufacture, population, works testing, delivery to site, site erection, site testing and commissioning of low voltage Distribution Switchboards consisting of fuse switches incorporating high rupturing capacity cartridge fuse links, air circuit breakers, moulded case circuit breakers and auxiliary equipment. The tenderer is required to familiarise themselves with all applicable Standards and Codes of Practice listed herein, and to ensure compliance in the execution of any work in terms of this document.

2. REFERENCES

2.1. The following publications (latest edition) are referred to herein:-

2.1.1. SOUTH AFRICAN BUREAU OF STANDARDS

Codes of Practice

SANS 064	The preparation of steel surfaces for coating
SANS 10111	Engineering Drawings.
SANS 10142	Wiring of premises Part 1: Low voltage installations
SANS 10313	Protection against lightning - Physical damage to structures and life hazard

Specifications

SANS 60947	Low-voltage switchgear and control gear
SANS 156	Moulded-case circuit breakers
SANS 60269	Low-voltage fuses
SANS 1091	National colour standards for paint
SANS 1195	Busbars
SANS 1274	Coating applied by the powder coating process
SANS 1973-1	Low-voltage switchgear and control gear assemblies Part 1: Type-tested assemblies with stated deviations and a rated short-circuit withstand strength above 10 kA
SANS 1973-3	Low-voltage switchgear and control gear assemblies Part 3: Safety of assemblies with a rated prospective short-circuit current of up to and including 10 kA
SANS 60529	Degrees of protection provided by enclosures (IP Code)
SANS 1507	Electric cables with extruded solid dielectric insulation for fixed installations (300/500 V to 1 900/3 300 V)
SABS ISO 9000	Quality management systems -- Fundamentals and vocabulary
SANS 1019	Standard voltages, currents and insulation levels for electricity supply
SANS 170	Fasteners

International Electrotechnical Commission

BS 3938	Current Transformers
IEC 61508	Functional Safety of Electrical/Electronic/Programmable Electronic Safety-related Systems.
IEC 60051	Direct acting indicating analogue electrical measuring instruments and their accessories

3. SERVICE CONDITIONS

3.1 The equipment shall be designed and rated for continuous operation under the following conditions:-

3.1.1 Ambient/Environment Conditions:

3.1.1.1	Ambient temperature-	-5° C to +45° C (daily average +35° C).
3.1.1.2	Relative humidity-	As high as 95%
3.1.1.3	Lightning conditions-	Severe, with a maximum lightning ground flash density of eleven (11) flashes per km² per annum.
3.1.1.4	Atmosphere-	Salt laden and corrosive industrial atmosphere

3.1.2 Electrical Conditions:

3.1.2.1 The system of supply shall be three phase, 4 wire, 50 Hz alternating current with solidly earthed neutral at a nominal voltage of 400 / 231 Volts.

3.1.2.2 The voltage may vary within the range of 95% to 105% of the nominal and all equipment installed shall be suitably rated.

3.1.2.3 All equipment shall be adequately rated for prospective fault level ratings.

4 DRAWINGS AND INSTRUCTION MANUALS

4.1 All drawings shall be in accordance with SANS 10111 – Engineering Drawings.

4.2 The successful tenderer shall supply the following instruction manuals, all of which shall be included in the tender price and be to the satisfaction of Transnet Group Capital.

4.2.1 THREE (3) sets of detailed drawings and instruction manuals, with illustrations where necessary and 2 sets of prints of the "As Built" General Arrangement drawings and the schematic and wiring diagrams to facilitate erection and adjustment of the switchgear.

4.2.2 A full set of electronic media including all information requested above.

4.2.3 These instruction manuals and drawings shall be supplied as soon as possible after placing of the order, but before delivery of the equipment.

5. STANDARD OF WORK, EQUIPMENT & MATERIALS

5.1. The distribution board shall conform to the requirements of the latest edition and amendments of SANS 10142-1 Code of Practice for the Wiring of Premises Part 1: Low voltage installations and any additional requirements thereto, described in this specification.

5.2. All equipment and material used shall be of high quality and the work shall be of a high standard of workmanship carried out by qualified staff under proper supervision by experienced and competent officers.

5.3. If any special tools are required for the maintenance of the switchboard, the tenderer shall supply three (3) sets at delivery of the switchboard to site.

6. DISTRIBUTION BOARDS

6.1. The distribution board shall comply with SANS 60439-1

6.1.1. The form of separation will be specified in the project specific documentation.

6.2. The degree of protection shall be to IEC Publication 144/EN60529 and shall conform to the following:

- Inside Substations and MCC Rooms: IP42
- Other Locations: IP65

6.3. The distribution board shall consist of either a framework of substantial steel sections covered with heavy gauge steel plates or of folded sheet steel sections, forming a robust construction.

6.4. Particular attention shall be given to the ventilation of panels, to eliminate build-up of excessive heat caused by the sun or internal heat generation. All necessary precautions shall be taken to ensure that the temperature of the air in any portion of the assembly does not rise more than 15°C above ambient air temperature

6.5. Every board shall be fitted with a suitable gasket incorporated into the frame to ensure that the arrangement is in accordance with the required degree of protection. Sealing strips and gaskets shall be made of durable, non-hardening rubber, neoprene or other synthetic material, suitably fixed to the door or frame to ensure that the seal does not become dislodged during normal operation.

6.6. Where possible the lock and door catch shall comprise of a combination unit. Door latching and delatching operations shall be smooth and quick, whilst ensuring proper compression of the sealing gaskets. Repeated opening and closing of the hinged doors and operations of the door locks and catches shall not cause chipping or scratching of the painted surfaces or any other blemishes to the finished boards

6.7. Lifting lugs shall be provided for floor standing enclosures and as needed for wall mounted enclosures.

6.8. The board shall have a separate latches hinged or removable front cover secured to the board by means of suitable captive type screws or bolts. When the cover is removed/ opened, easy access to that compartments components and wiring shall be possible.

6.8.1. The control units shall be mounted flush with the front cover so that only the operating handles protrude.

6.8.2. Large removable panels shall be supplied with handles for easy handling.

6.8.3. No possibility should exist for panels to come into contact with live parts.

6.9. Due care shall be taken to ensure that the live side of the MAIN SWITCH is suitably protected so that no live conductors are exposed when the panel door is opened or the panel cover is removed.

6.10. The board shall be equipped with a set of 3 phase and neutral copper busbars. The 3 phase busbars shall be continuously rated for the full load of the incoming supply switch. The neutral shall be 100% of the phase busbars. Earth bar shall be rated to fault current and touch voltage.

6.11. All busbars shall be designed, manufactured, marked and tested in accordance with SANS1195.

6.12. Busbar rating shall be 2A/mm^2 up to 630A and 1.6A/mm^2 thereafter.
6.13. Busbar temperature shall not exceed a 40^{0}C temperature rise.

6.14. The busbars shall be adequately braced and supported. The busbars shall be covered with a sufficient number of layers of high quality insulating tape or heat shrinkable sleeving and finished in standard colours.

6.15. Where busbar joints and terminations have not been covered, a kit shall be provided for covering during installation.

6.16. Alternatively, busbars shall be suitable enclosed in a busbar chamber or behind a protective barrier for protection against inadvertent contact with "live" busbars with access panels removed.

6.17. Inter-connectors between the busbars and control units shall be by means of fully insulated, adequately rated conductors firmly bolted to the busbar and secured to the appropriate terminals of the control units using crimped-on terminal lugs. Solid flat conductors shall be used if the rating exceeds 400 A or if the fault current exceeds 25kA rating. No conductor of less than 16mm^2 shall be used between busbars and control units. All conductors shall be suitably rated for the fault level.

6.18. The other terminals of the incoming and outgoing panel units shall be connected by means of conductors conforming to clause 6.17, i.e. they shall be robust, insulated, easily accessible terminals, of adequate size, conveniently located in the distribution board near the incoming and outgoing cable entries but with sufficient clearance and space to enable the incoming and outgoing cables to be connected to their corresponding terminals without difficulty or strain.

6.19. All the outgoing connections of MCCB'S greater than 400A 3 phase shall be done by means of copper bus bars, securely clamped using approved busbar clamping insulators, fixed to a robust metal section of adequate size, conveniently located in the rear of the distribution board to enable the incoming cables to be terminated in the back of the distribution board cubical behind each respective MCCB. This is to allow for the easy termination of the larger incoming cables, with sufficient clearance and space to enable the outgoing cables to be connected to their corresponding busbar terminals without difficulty or strain to the MCCB's. Each MCCB up to 250A shall be fitted with extended terminal complete with phase barriers as supplied by circuit breaker supplier.

6.20. Outgoing cable tails that connect to the busbars in clause 6.19 shall have securing places to enable the cable to be secured with nylon type cable fasteners in an approved manner.

6.21. The busbars that protrude into the back compartment of the distribution board shall be covered with a perspex type barrier and shall have danger signs on each section.

6.22. Removable gland plates shall be provided. These gland plates shall be of adequate thickness or construction for the cables to be terminated without distortion of the gland plate, and shall not be less than 2mm mild steel (zinc passivated). Gland Plates shall not be mounted less than 300mm above ground floor level, alternatively a base frame of suitable depth may be provided.

6.23. Distribution board cases shall be of such dimensions that adequate space is available for manoeuvring and connecting the incoming and outgoing cables.

6.24. All cable entries shall be from the bottom of the distribution board unless stated otherwise.

6.25. Glands shall not be less that 300mm above floor level. Unless otherwise stated.

6.26. The terminals of all incoming and outgoing cables shall be firmly connected to the terminals on the lugs or ferrules, unless they are of a type that will grip the cable without splaying the strands of the conductor.

6.27. A substantial earthing terminal shall be firmly attached to the metal work of the distribution board and connected to an earth bar of cross sectional area not less than 50% of the phase bars, running the full length of the distribution board to which all earthing conductors of the incoming and outgoing circuits shall be firmly connected.

6.28. A removable link shall be provided in the Neutral busbar to ensure that the neutral busbar can be split in two sections for testing purposes. The link shall be secured in position with a bolt and nut arrangement.

6.29. The distribution board manufacturer shall allow for at least 30% capacity for the installation of additional switchgear in the distribution boards.

6.30. Each distribution board shall be fitted with the following labels as needed in suitable positions:

- Live busbars
- Flash signs
- Main label (always required)
- Voltage rating
- Current rating
- Fault level and time
- IP rating
- Job number
- Reference number
- Date of manufacture
- Form of separation
- Fed from
- Each feeder/starter to be labelled

6.31. Each distribution board shall be supplied with a test certificate. This certificate shall include all items as indicated in annexure 1 of SANS 1973–1 and annexure E of SANS 1973–3.

7. ARC DETECTION SYSTEM

7.1. All switchgears shall be equipped with an efficient and reliable arc detection system designed according to IEC 61508 with a safety level meeting at least SIL 2.

7.2. The system shall consist of one or more arc monitoring units and light detectors.

7.2.1. Arc detection system:

Arc detection system shall not be activated by interfering influences such as portable lamps, electro-magnetic fields, vibration or touching. In case of an arc occurring in the switchgear it shall be possible to identify where and when the arc has occurred. This information should be accessible without opening the switchgear door and stored even if power is lost to the system. The HMI shall not affect the IP degree of the cabinet.

7.2.2. Arc monitoring unit and light detector:

The arc detection system shall use light as the main condition for tripping. Detectors shall cover each bus-bar section, respective circuit breaker and in any other areas where the designer of the switch gear considers or finds it as a potential risk for an arc. The detectors shall be made of optical fibre in order to avoid EMC disturbances. Without any extra calibration from the user the system shall not react for a light intensity lower than 3000 lux in order to avoid nuisance tripping. The light intensity shall also be constant regardless the length of the detector.

7.3. The trip signal shall be sent within less than 2 ms to the circuit breaker in an event of an arc

7.4. The arc monitoring unit shall provide at least three high speed solid state tripping outputs to the circuit breaker.

7.5. It shall be possible to configure the detectors to trip different breakers depending on which detector detects the arc.

7.6. The system shall have the possibility to mount up to 30 detectors in the space of the main unit in order to avoid space issues if the system would be extended.

8. FUSE SWITCHES

8.1. Fuse switches shall comply with SANS 152 and SANS 60947 – 3.

8.2. Fuse switches shall be enclosed, triple pole, quick break and dustproof.

8.3. Fuse switch handle shall have an IP rating of IP65 and the handle shall be defeatable to override the door interlock.

8.4. Fuse switches shall be of the double break type and the fuses shall be completely isolated when the switches are in the "OFF" position.

8.5. Fuse switch and handle shall have a test position. It will be possible to have an auxiliary for only indication test position.

8.6. The switches shall be interlocked to prevent the opening of the front covers unless the switches are in the "OFF" position and the closing of the switches with the covers open. The switches shall be lockable in the "OFF" position.

8.7. Fuse Switches shall have a lever or rotary action with a positive spring controlled opening and closing action for making or breaking the circuit under load conditions. Fuse carrier and base contacts shall be designed to give permanent high contact pressure and shall be designed to facilitate location of blown fuses without removal of the carrier. Fuse carriers and bases shall be of the highest grade phenolic mouldings to BS 771 and shall be non-flammable and non-hygroscopic, with a hard gloss black finish.

8.8. It shall be possible to install the fuse switch in any position without derating.

9. FUSE LINKS

9.1. HRC Fuse Links shall be of the high rupturing capacity type, compliant with SANS IEC 60269 –

1:2006. Fuse links shall incorporate a visual indication device to facilitate location of blown fuses and shall be designed to clip into the fuse carrier contacts without the use of fixing screws.

9.2. Breaking capacity of all fuse links shall be not less than Category of duty AC.50 at 415 Volts (SANS IEC 60269 - 1:2006). The Fusing factor of the fuses shall not exceed 1.5 (SANS IEC 60269 Class Q1).

9.3. Fuse current ratings shall be indicated on engraved 20 x 12mm white-black-white trifoliate labels in 4mm letters. The labels are to be fitted at the fuse bases and shall not be obscured by wiring.

9.4. Fifty- percent spare fuses of each size shall be provided in suitable cubicle on the switchboard. The door of this cubicle shall be suitably identified.

10. AIR CIRCUIT BREAKERS (ACB) SHALL CONFORM TO THE FOLLOWING CHARACTISTICS.

10.1. Functional characteristics:

10.1.1. Air circuit breakers for use on the incoming supply side of the distribution board shall comply with SANS 60947.

10.1.2. The circuit breakers shall have a continuous enclosed current rating as indicated on the relevant drawings with a minimum Icu (ultimate breaking capacity) of 42kA at 415 volts. The circuit breakers shall be tested for category P.2, unless specified otherwise.

10.1.3. The circuit breakers shall have an Ics (service capacity) rating equal to the Icu (ultimate breaking capacity) rating.

10.1.4. The circuit breakers shall have an Icw (withstand current) of 1 sec and 3 sec. The 1 sec Icw rating shall be equal to the Icu rating.

10.1.5. The air circuit breakers shall be of the enclosed, ventilated, independent manual spring, draw-out type with a rated service voltage of 690 volts and a rated insulation voltage of 1000 volts and be equipped for shunt tripping from a 115 V DC battery supply. The shunt tripping facility shall be wired so that the ACB shall trip when it's associated high voltage transformer circuit breaker trips.

10.1.6. The circuit-breakers shall have a rated impulse withstand voltage of 12 kV.

10.1.7. The rated uninterrupted current shall be between 100 and 6300 A with the possibility of set trip threshold of L protection from 40A.

10.1.8. Different versions of circuit-breakers shall be available, divided into their category of use: A (current-limiting) and B (selective).

10.1.9. Different versions shall be available with rated ultimate breaking capacity from 42 to 150 kA at 440 V AC and from 42 to 100 kA at 690 V AC for circuit-breakers in category B and with 130 kA at 415 V AC, 85 kA at 690 V AC for circuit-breakers in category A.

10.1.10. The mechanical life shall be at least 12000 operations with a frequency of 60 operations/hour without the need for maintenance of the contacts and arcing chambers

10.1.11. The electrical life at a voltage of 440 V AC shall be (with a frequency of at least 10 operations/hour and without the need for maintenance of the contacts and arcing chambers):

- at least 9000 operations up to 2000 A
- at least 5000 operations up to 3200 A

These values are intended to be valid only for catagory B circuit-breakers.

10.2. Environmental characteristics

10.2.1. Operating temperature: -25 °C...+70 °C (-13 °F...158 °F) and storage temperature: -40

10.2.2. Altitude: operation without derating shall be up up to 2000 metres above sea level. (6600 ft), and with derating up to 5000 metres above sea level. (16500 ft).

10.2.3. Suitability for use in a hot-humid environment. With regard to this, the circuit-breakers shall undergo a tropicalisation process which makes them suitable for use in a hot humid environment, as established by the prescriptions of the main shipping registers and in accordance with the international IEC 60068-2-30 Standards.

10.3. Construction characteristics

10.3.1. All the models shall be available in the 3 and 4 pole versions both in the fixed (with rear horizontal, rear vertical and front terminals) and withdrawable (with rear horizontal, rear vertical, front and rear at terminals) versions.

10.3.2. There shall be total segregation between power and front shield, using double insulation where suitable so as to guarantee maximum operator safety.

10.3.3. Total segregation between the phases shall be guaranteed for safety reasons without need of phase barriers up to 1000V.

10.3.4. It shall be possible to inspect easily the arcing chambers easily and to check main contact wear with the circuit-breaker racked-out, by removing the arcing chambers.

10.3.5. All the circuit-breakers in the range shall have the same height and depth with the aim of standardising the supporting structures of the switchgear and the switchgear itself as far as possible.

10.3.6. IP30 degree of protection shall be guaranteed on the front part and IP20 on the rest of the circuit-breaker (excluding the terminals), with the possibility of having IP54 degree of protection (NEMA 3/3s/13) on the front, using the transparent cover which completely protects the front, but still leaves the panel underneath and the protection unit fully visible with the relative indications.

10.3.7. The whole range of air circuit-breakers shall be fitted with electronic protection releases. It shall be allowed the inter-changeability of protection releases from skilled personnel.

10.4. Special points for withdrawable versions:

10.4.1. The circuit-breakers in the withdrawable version shall be fitted with anti-racking-in locks to prevent racking a moving part into a fixed part with a different rated current.

10.4.2. In the case of the withdrawable version, the presence of a device shall prevent racking-out and racking-in with the apparatus closed.

10.5. Accessories

The following accessories shall be common to the whole range standard:

10.5.1. Electrical accessories:

10.5.1.1. Shunt opening/closing release.

10.5.1.2. Control and monitoring Test Unit - allows continuity of the different versions of the shunt opening releases to be checked;

10.5.1.3. Undervoltage release;

10.5.1.4. Time delay device for undervoltage release - allows release trip delay with established and adjustable times;

10.5.1.5. Geared motor for the automatic charging of the closing springs;

10.5.1.6. Mechanical and electrical signalling of overcurrent release trip;

10.5.1.7. Trip reset release;

10.5.1.8. Auxiliary contacts which allow signalling of the circuit-breaker state;

10.5.1.9. Current transformer for the neutral conductor outside the circuit-breaker;

10.5.1.10. Homopolar toroid for the main power supply earth conductor (star centre of the transformer).

10.5.2. Mechanical accessories:

10.5.2.1. Interlocks between 2 circuit-breakers or among three circuit-breakers can be used horizontally, vertically or in “L” position using different types of flexible cables:

10.5.2.2. Standard version (with maximum distance between two circuit breakers: up to 1200 mm if horizontally interlocked while up to 750mm if vertically interlocked).

10.5.2.3. Extended version (with distance between two circuit breakers: from 1200mm up to 1600 mm if horizontally interlocked while from 750 up to 1000 if vertically interlocked).

10.5.2.4. Mechanical locks to control enabling racking-in/out operations available also with interlocks. IP54 transparent front protection (NEMA 3/3S/13).

10.6. Protection Release

10.6.1. Basic Protection Functions

10.6.1.1. The release shall not require auxiliary power supplies since the power is taken from the current transformers.

10.6.1.2. The signals supplied by the release shall not operate with power supply supplied by internal batteries.

10.6.1.3. The protection against overload (L) with characteristic t=k/I2 shall always have setting ranges with timing adjustable up to 144s with I=3In.

10.6.1.4. The protection of neutral shall be set at 50%, 100%, 200% and OFF of the phase currents without changing any component.

10.6.1.5. All the protection functions except protection against overload shall be excludable.

10.6.2. Measurement Functions

10.6.2.1. The release shall always be able to provide measurement of the currents and voltages in the three phases, in the neutral and of earth fault (ammeter function), both in self-supply and with an auxiliary power supply. Measurement function shall be active, even without external supply, starting from 140 A of single-phase current, independently from the circuit-breaker size. Accuracy of the ammeter measurement chain (current sensor plus ammeter) shall equal or better than 1.5% in the 30% - 120% current interval of In.

10.6.2.2. The release shall not normally require auxiliary power supplies since the power is taken from the current transformers. For measurements and programming at very low currents, a power supply at 24 V DC shall be available. As alternative the release shall be able to receive power supply directly from busbars or terminals, up to line voltage equal to 690 V AC.

10.6.2.3. The release shall be able to acquire the waveforms of electrical values with a sampling frequency selectable from 600 to 4.800 Hz and sampling interval from 3 s to 27 s. Acquisition shall be frozen after a trip or a configurable event. Acquisition data shall be retrieved from an external device (personal computer or similar) for fault analysis purposes. The release shall show voltage measurements on display, with a precision equal or higher than 1%.

10.6.2.4. Measurement functions that shall be available:

- Current measurements
- Voltage measurements
- Power measurements
- Power factor measurements.
- Measurements of frequency and peak factor
- Energy measurements
- Historical measurements
- The last 10 trips information
- Complete trip information on display without batteries
- Data logger included as standard

10.7. Advanced Protections Functions

10.7.1. Thermal memory for functions L (overload protection) and S (short circuit protection).

10.7.2. Protection against over-temperature. It shall be possible to signal the presence of anomalous temperatures on the release by means of two LEDs (Warning and Alarm) and, if decided during the unit configuration phase, when the temperature is over 85 °C, to simultaneously control circuit-breaker opening.

10.7.3. Protection against missing and unbalanced phase (U) with characteristic t=k shall be

possible.

10.7.4. Load control protection (K).

10.7.5. Undervoltage protection (UV)

10.7.6. Overvoltage protection (OV)

10.7.7. Residual voltage protection (RV)

10.7.8. Underfrequency protection (UF)

10.7.9. Overfrequency protection (OF)

10.7.10. Protection against reversal of active power (RP)

10.8. User Interface and Signalling LEDs

10.8.1. An alarm shall indicate by means of LEDs located on the release the disconnection of opening solenoid and current transformers. A trip shall also occur, after a short time delay, when the disconnection is detected.

10.8.2. The release shall allow parameterisation by means of keys and a LCD graphic display.

10.8.3. Access to control and configuration of the unit by means of a password (edit MODE).

10.8.4. The signals given by the permanent indicators shall guarantee maximum reliability.

10.8.5. Indication shall be available directly on display on request of the user for not less than 48 hours even without an auxiliary voltage and batteries and also be given in the case of re-losing on a fault. After 48 hours of inactivity the information shall be retrievable by external devices. Indication shall contain at least the protection tripped.

10.8.6. It shall be possible to read the current values and information on the last 10 measures (current values, protection tripped) at any time through external devices, some of which can transmit data via bluetooth;

10.8.7. In the event of CB tripped, shall be indicated the type of protective function that intervened.

10.8.8. Each alarm or warning alarm shall be clearly shown on the display, when it is active.

10.8.9. On the protection release two (2) led's shall be present.

10.8.10. Warning LED shall be in place indicating at least the following:

- Presence of one or more phases with current values in the 0.9*In< I <1.05*In range
- Presence, between two or three phases, of unbalance higher than the value programmed during configuration
- The first temperature threshold of T=70 °C has been exceeded
- Contact wear > 80%
- Harmonic distortion
- Out of range frequency
- Breaker status error
- Warning threshold override

10.8.11. Alarm LED shall be in place indicating at least following:

- Presence of one or more phases under overload with current values I >1,3*In (Overload Protection - L under timing)
- Timing in progress for protection function S (Selective short circuit protection)
- Timing in progress for protection function G (Earth fault protection)
- The second temperature threshold of T=85 °C has been exceeded
- Contact wear 100%.
- Timing in progress for protection function D;
- Timing in progress for protection function UV(Under Voltage), OV(Over Voltage), RV (Residual Voltage);
- Timing in progress for protection function RP(Reversal of Active Power);
- Timing in progress for protection function
- Timing in case of unbalance between the phases higher than the value set during configuration with trip set to ON;
- Current Sensors disconnected;
- Opening solenoid (Trip Coil) disconnected

10.8.12. The communication function shall be implemented on the release by means of:

- An internal bus, with interface RS485;
- An external bus, with Modbus RS485 protocol 2-Wire Twisted Pair, 19.2 kbit/s max.

10.8.13. There shall be the possibility of setting the release in remote and in local operating mode, and with the latter it shall not be possible to carry out data transmission from the system to the release. It shall be possible to automatically set the local mode by means of an external contact. An 24VDC auxiliary supply shall be used.

10.8.14. The protection release shall be able to send to the system these data:
Protection parameters set, phase and neutral currents, state of the circuit-breaker (open closed), position of the circuit-breaker (connected-isolated), state of the springs (charged discharged), number of circuit-breaker mechanical operations, total and for each protection number of trips, last interrupted current, contact wear, state of the protection functions (pre alarm function. L, timing function. L, S,G…), overtemperature protection function, state of internal communication bus.

10.8.15. The system shall transmit to the protection release the following data: protection parameters, circuit-breaker opening and closing commands, reset for tripping of some protection functions.

10.8.16. Adjustable inverse definite minimum time (IDMT) overcurrent release facilities are required in addition to the instantaneous fault trip for the air circuit breakers.

11. MOULDED CASE CIRCUIT BREAKERS (MCCB) SHALL CONFORM TO THE FOLLOWING CHARACTISTICS.

11.1. Functional Characteristics

11.1.1. AC rated service voltage for currents over 160 A: 690 V AC (50-60 Hz).

11.1.2. DC rated service voltage: 500 V DC for currents of 160 A and 750 V DC for currents over 160A.

11.1.3. Rated uninterrupted current for 1000 V AC or DC applications: 800 A (three and four poles).

11.1.4. Minimum rated insulation voltage for currents equal or over 160 A: 8 kV.

11.1.5. Rated insulation voltage for currents equal or over 160 A: 800 V AC.

11.1.6. Rated uninterrupted current between 160 and 3200 A with trip units settings starting from 1A.

11.1.7. According to IEC 60947-2 (§ 4.4) starting from 400 A the circuit breakers shall be category B

11.1.8. MCCBs shall be available with different ultimate short breaking capacities between 16kA and 200kA @ 380/415 V AC.

11.1.9. Both line up and line down supplying shall be possible without decreasing MCCBs performances or functionality

11.1.10. For rated uninterrupted currents up to160 A, the MCCB limiting features shall be enough to assure its conformity to IEC 60439-1 (§ 8.2.3.1) once installed into a type AS or ANS switchboard as general breakers. This shall be valid up to the MCCB's rated uninterrupted current (limiting versions are excluded).

11.1.11. A test bottom for the correct functionality checking (moving contacts opening) shall be place in front of the breaker.

11.2. Ambient Characteristics

11.2.1. Operating temperature: -25 °C. +70 °C (ambient temperature)

11.2.2. Storage temperature: -40 °C .. +70 °C (ambient temperature)

11.2.3. Reference temperature for setting the thermal element of the thermomagnetic trip unit: +40 °C

11.2.4. Maximum relative humidity: 98%

11.2.5. Maximum altitude: 2000 m above sea level, 5000 m above sea level with derating suitability for being used in hot-humid places. With regard to this, the circuit-breakers shall undergo a tropicalization process to make them suitable for use in hot-humid places, as established in the prescriptions of the major naval registers and in compliance with the International IEC 60068-2-30 Standards.

11.2.6. Circuit-breakers fitted with electronic trip units shall comply with the prescriptions of the International Standards on electromagnetic compatibility.

11.3. Construction Characteristics

11.3.1. The range of moulded case circuit-breakers shall cover a range of rated uninterrupted currents from 160 to 3200 A

11.3.2. By means of the double insulation technique, moulded case circuit-breakers shall guarantee complete separation between the power circuits and the auxiliary circuits.

11.3.3. Moulded case circuit-breakers shall have an operating lever which always indicates the exact position of the circuit-breaker contacts (positive operation), by means of safe and reliable signals (I= closed, O= open, yellow-green line= open due to trip unit).

11.3.4. The operating mechanism shall be designed to operate all poles of the circuit breaker simultaneously for making, breaking and tripping.

11.3.5. Moulded case circuit-breakers shall be suitable for isolation in compliance with § 7.2.7 of the IEC 60947-2 Standard. This indication shall be clearly and indelibly marked on the circuit-breaker (in accordance with § 5.2 of IEC 60947-2) and in a position where it is visible with the circuit-breaker installed.

11.3.6. Moulded case circuit-breakers shall be available in the three-pole and four-pole version both in the fixed, and in any possible plug-in or withdrawable versions.

11.3.7. Circuit-breakers in the plug-in version starting from 250 A shall be available. In the case of a plug-in or withdrawable version, the presence of a device shall prevent racking-in or racking-out with the apparatus closed.

11.3.8. In the withdrawable version, racking-out with the door closed shall be possible.

11.3.9. The same depth and installation on a DIN EN 50022 rail shall be guaranteed up to the rated setting of 250 A inclusive. The same depth shall be guaranteed. This characteristic shall allow the switchboard and their support structures to be standardized.

11.3.10. Moulded case circuit-breakers with rated uninterrupted current up to 250 A shall have a 45 mm high face which makes them suitable for installation on modular panels.

11.3.11. All the installation positions shall be possible without jeopardizing the function of the apparatus. Starting from 630 A up to 1600 A the withdrawable version shall be mounted and operated horizontally.

11.3.12. For the front parts of the circuit-breakers the degree of protection of at least IP20 (excluding the terminals) shall be guaranteed, IP30 when they are installed in switchboards, and up to IP54 for circuit-breakers installed in a switchboard fitted with transmitted rotary handle and special accessory.

11.4. Protection Trip Units

11.4.1. Moulded case circuit-breakers shall be equipped with interchangeable trip units. From 160 A up to 800 A it shall be possible to choose between a thermomagnetic and an electronic protection. For the sizes higher than 800 A, the trip unit shall only be electronic. The trip unit shall be integrated in the volume of the apparatus.

11.4.2. From the 250 A size circuit-breakers, the trip unit shall be interchangeable. Trip units shall be adjustable and it shall be possible to fit lead seals to prevent unauthorised access to the settings

11.5. Thermomagnetic Overcurrent Trip Units

11.5.1. Thermomagnetic trip units shall be fitted with protection threshold against overload (whose thermal element shall consist of a bimetal) and with protection threshold against short circuit.

11.5.2. The protection threshold against overload shall be continuously adjustable starting from 0.7 times the rated current of the trip unit and up to its rated value.

11.5.3. The reference temperature for setting the thermal element of the protection trip unit is 40°C.

11.5.4. The temperature performance of the trip unit shall be indicated as the temperature varies.

11.5.5. The protection threshold against short-circuit shall be either the fixed or adjustable type with continuity from 5 and up to 10 times the rated current of the trip unit. In the four-pole version, the neutral pole shall always be protected. For current values equal to or higher than 125 A, protection of the neutral pole shall, at choice, be at 100% or at 50% of the rated current of the trip unit. Vice versa, for current values of less than 125 A, protection of the neutral pole shall always be 100%.

11.5.6. For circuit-breakers with rated uninterrupted current of 160 A, 250 A, 400 A and 500A, a thermomagnetic trip unit shall be available for generator protection with adjustable thermal threshold, starting from 0.7 x In, and fixed magnetic threshold at 3 x In or adjustable magnetic threshold from 2.5 to 5 x In. Suitability for use in direct current.

11.6. Magnetic only overcurrent trip units

11.6.1. The overcurrent trip units with magnetic only threshold shall be suitable for protection against short-circuit.

11.6.2. The adjustable magnetic only trip units (suitable for motor protection) shall only be available in the three-pole version, whereas those with fixed threshold shall also be available in the four-pole version.

11.6.3. The adjustable magnetic only trip units shall be available for circuit-breakers up to 320 A. Suitability for use in direct current.

11.7. Electronic Overcurrent Release Trip Units

11.7.1. The electronic overcurrent trip units shall be self-supplied and shall be able to guarantee correct operation of the protection functions even in the presence of a single phase supplied with a current value equal to 20% of the phase current. They shall be unaffected by electromagnetic interference in compliance with the EMC directive on the matter.

11.7.2. The basic version shall be fitted with protection functions against overload (function L) and against short-circuit. The latter function can either be of the instantaneous type (function I) or, alternatively, with intentional delay selective short circuit protection (function S). The function of protection against short circuit shall be excludable.

11.7.3. A basic version shall also be provided with only the protection threshold against instantaneous short-circuit which cannot be excluded.

11.7.4. The complete version shall be fitted with protection threshold against overload (function L), against instantaneous short-circuit (function I) and with intentional delay (function S) and also with protection threshold against earth fault (function G). All the protection functions except for protection against overload shall be excludable.

11.7.5. The advanced version shall be suited for zone selectivity protection for the S and G protection functions. An integrated ammeter and many other additional features are provided over and above the protection functions. All the protection functions except for protection against overload shall be excludable.

11.7.6. The advanced version shall be suited for zone selectivity protection for the S and G protection functions. An integrated ammeter and many other additional features are provided over and above the protection functions. All the protection functions except for protection

against overload shall be excludable.

11.7.7. A version dedicated to ultra rapid short-circuit protection (with a detection time less than 5 ms) combined with zone selectivity shall be available.

11.7.8. An advanced version dedicated to motor protection shall be available with protection functions against overload (function L), against instantaneous short circuit (function I), against unbalanced or missing phase (function U) and against rotor block (function R).

11.7.9. A version dedicated to generator protection shall be available (up to 160A), with protection functions against overload (function L), against instantaneous short circuit (function I) and with intentional delay (function S). The S and I protection functions are not an alternative to each other. All these functions are imposed by the major naval registers.

11.7.10. All the advanced trip units shall be available with thermal memory.

11.7.11. All the protection functions shall be characterized by threshold and time tolerances according to the International Standards.

11.7.12. The trip unit shall allow parameterization of the trip thresholds and timing locally or remotely; in the case of any anomalies in remote parameterization, the protection shall automatically use the series of parameters set manually on the front of the circuit breaker.

11.7.13. On the advanced version, access to information and programming shall be allowed by a keyboard and graphic liquid crystal display.

11.7.14. Alarm signals for the protection functions will be available by means of LEDs located on the trip unit (complete version) and/or on the display (advanced version).

11.7.15. The size of the current sensors shall be a minimum of 10 A to a maximum of 3200 A so as to cover the widest possible current range.

11.7.16. Interchangeable rating-plugs shall be available starting from 400 A.

11.7.17. The four-pole circuit-breaker shall always be supplied with the neutral protected at 100% up to 125A excluded, and for higher values with protection selected between 50% and 100% of the rated current of the trip unit. Starting from 630A setting of the neutral at 150% and 200% shall be possible.

11.7.18. The current sensors for external neutral shall be optional.

11.7.19. Moulded Case Circuit breakers equipped with electronic releases shall be available a dedicated function to verify the correct connection between the trip unit, current sensor and trip coil. Eventual anomalies shall be signalled by a red led flashing.

11.8. Accessories for electronic trip units shall be available, such as the test unit for checking functioning of the tripping coil of the electronic trip unit, a trip signalling unit of the protections, a test and configuration unit which allows the electronic trip unit protections to be tested and configured, an actuation unit which allows circuit-breaker opening and closing by means of a motor operator mounted on it, a battery unit which allows trip unit testing when the circuit-breaker and an external unit for wireless communication.

11.8.1. For both the complete and the advanced version a measurement module shall be available, in order to gauge the plant functioning parameters, such as phase and phase to phase voltages, powers and energies. On the advanced version all the available measurements can be displayed on the LCD. Furthermore, for the electronic trip units for motor protection, there shall also be a contactor control unit available.

11.8.2. The advanced version will be provided with a data logger function that automatically records and stores the instantaneous values of all the currents and voltages. Data shall be easily downloaded to any personal computer for elaboration. The data logger function freezes the recording whenever a trip occurs, so that a detailed analysis of faults can be easily performed. The sampling rate shall be adjustable up to 4800Hz, with total sampling time up to 27 s (@ 600Hz sampling rate). Tracking of up to 64 events shall be possible.

11.9. Protections

The minimum performances of the protection functions of the electronic protection trip unit for distribution, where present, shall be:

11.9.1. Function L:adjustable trip threshold I1= (0.4-1) x In, trip curves for the basic version with time settings from 3 to 12 seconds – 2 different trip curves - (at 6 times the set threshold), whereas for the advanced version with time settings from 3 to 18 seconds – 4 different trip curves - (at 6 times the set threshold). For the advanced version, L function according to IEC 60255-3 shall be available. *Cannot be excluded.*

11.9.2. Function S: adjustable trip threshold I2= (1-10) x In, trip curves for the basic version with time settings from 0.1 to 0.25 seconds – 2 different trip curves – (at 8 times the rated current of the trip unit), whereas for the advanced version with time settings from 0.05 to 0.5 seconds – 4 different trip curves with inverse short time with definite time characteristic or curves with definite time – (at 6 times the rated current of the trip unit). For circuit breakers from 250 A to 630 A, in the advanced version, I2= (0.6-10)x In. *Can be excluded.*

11.9.3. Function I: adjustable trip threshold I3= (1-10) x In for the basic version (instantaneous trip), whereas for the advanced version I3= (1.5-15) x In (instantaneous trip). *Can be excluded.*

11.9.4. Function G: adjustable trip threshold I4= (0.2-1) x In with trip time settings from 0.1 to 0.8 s with curve with inverse short time and definite time characteristic. *Can be excluded.*

11.9.5. Function U: adjustable trip threshold I6= (2%…90%) x I1 with trip time settings from 0.5 to 60 s with curve with inverse short time and definite time characteristic. *Can be excluded.*

11.9.6. Function OT: fixed at 85 °C (with instantaneous trip). *Can be excluded.*

11.9.7. Function UV: adjustable trip threshold U8= (0.5-0.95) x Un with trip time settings from 0.1 to 5 s with curve with inverse short time and definite time characteristic. *Can be excluded.*

11.9.8. Function OV: adjustable trip threshold U9= (1.05-1.2) x Un with trip time settings from 0.1 to 5 s with curve with inverse short time and definite time characteristic. *Can be excluded.*

11.9.9. Function RV: adjustable trip threshold U10= (0.1-0.4) x Un with trip time settings from 0.5 to 30 s with curve with inverse short time and definite time characteristic. *Can be excluded.*

11.9.10. Function RP: adjustable trip threshold P11= (-0.3…-0.1) x Pn with trip time settings from 0.5 to 25 s with curve with inverse short time and definite time characteristic. *Can be excluded.*

11.9.11. Function UF: adjustable trip threshold f12= (0.9-0,99) x fn with trip time settings from 0.5 to 3sec with curve with inverse short time and definite time characteristic. *Can be excluded.*

11.9.12. Function OF: adjustable trip threshold f13= (1.01-1.10) x fn with trip time settings from 0.5 to 3 s with curve with inverse short time and definite time characteristic. *Can be excluded.*

11.9.13. The minimum performances of the protection functions of the electronic protection trip unit for motor protection shall be:

- Function L: adjustable trip threshold I1= (0.4-1) x In, trip curves in class 10A, 10, 20 and 30 or 3E, 5E, 10E e 20E in compliance with the IEC 60947-4-1 Standard, with temperature compensation and sensitivity to missing/unbalanced phase. *Cannot be excluded.*

- Function R: adjustable trip threshold I5= (3-10) x I1 + OFF, with 4 different trip curves with definite time with time settings t5= 1...10 s. Automatic exclusion of the function during the motor starting phase, and automatically reactivated after this. *Can be excluded.*

- Function I: adjustable trip threshold I3= (6-13) x In (instantaneous trip) with recognition of the motor starting phase.

- Function U: adjustable trip threshold I6= (0.4-0,9) x I1 e t6= 4 s. *Can be excluded.*

- Possibility of contactor control for trip of functions L and R.

- Possibility of connection to a PTC (temperature probe) inserted in the motor.

11.10. Dialogue

For circuit-breakers from 250 A to 1600 A dialogue shall be available, making the following functions possible:

11.10.1. Remote setting of the protection function parameters, unit configuration and communication.

11.10.2. Transmission of measurements, states and alarms from circuit-breaker to system transmission of events to the system.

11.10.3. Dialogue units able to support different standard market protocols shall be available:

11.10.3.1. Modbus RTU protocol, EIA RS485 physical transmission means, speed 9.6...19,2 Kbit/s, bus architecture.

11.10.3.2. Profibus DP protocol, RS485 physical transmission, speed 9.6...19,2 Kbit/s, bus architecture.

11.10.3.3. Device Net protocol, RS485 physical transmission, speed 9.6...19,2 Kbit/s, bus architecture, Wireless bluetooth protocol.

11.10.3.4. The dialogue unit shall make all the parameterization and measurement information of the protection unit available on the field bus, as well as the state of the circuit-breaker (open/closed, racked-in/racked-out) and of the related trip units. Shall be providing a tool able to analyse all these data by PC.

11.11. Accessories

11.11.1. Electrical Accessories

11.11.1.1. Internal Accessories has to be the same up to 250A as well from 250A to 1000A.

11.11.1.2. Auxiliary contacts: these shall allow the state of the circuit-breaker (open or closed; contact on change-over) and trip unit to be known. Auxiliary contacts for use at 250 V AC/DC, 400V AC and 24 V DC (digital contacts) shall be available.

11.11.1.3. Releases: the shunt opening and under-voltage releases shall be available with different power supply voltages both in AC and DC.

11.11.1.4. With circuit-breakers up to 250 A the electrical accessories shall be available both in the pre- cabled version and with 1m long un-cabled cables.

11.11.1.5. The addition of the electrical accessories shall not increase the volume of the circuit breakers.

11.11.2. Mechanical Accessories

11.11.2.1. Terminals: different types of terminals (both front and rear) shall be available for all the sizes, suitable for connection with copper, copper-aluminium cable and bus bar connections.

11.11.2.2. Up to the 160 A size, the circuit-breakers can be fitted with different types of terminals combined in different ways (higher of one type, lower of a different type). Terminal covers and phase separators shall also be available.

11.11.2.3. Multi-cable terminals shall be available for circuit-breakers for the 250-320-400-630 A size. Support for fixing onto DIN rail: supports for fixing onto DIN EN 50022 rail shall be available up to the rated current of 250 A inclusive.

11.11.2.4. Mechanical interlocks: mechanical interlocks shall be available for the whole series of circuit-breakers; the interlock can be of the front type for circuit-breakers with rated current up to 250 A. It shall be possible to interlock circuit-breakers of different sizes at least up to 250 A and between 250A and 630 A.

11.11.2.5. Rotary handle: a rotary handle operating mechanism both in the direct and transmitted version shall be available for the whole range of circuit-breakers, both padlockable in the open position and fitted, on request, with the following accessories: early contact for under-voltage release, compartment door lock and key lock in open position.

11.11.2.6. The whole range of moulded case circuit-breakers shall be fitted with motor operator (according to the rated current of the circuit-breaker, this can either be of the solenoid type, or with stored energy) for remote operation of the circuit-breaker.

11.12. Residual Current Release

11.12.1. General Aspects

11.12.1.1. The residual current releases used in low voltage installations shall be designed, constructed and tested in compliance with the International Standards and in particular with:

11.12.1.1.1. IEC 60947-2 appendix B and ANNEX M

11.12.1.1.2. IEC 60255-4 and IEC 61000: for protection against unwarranted trips

11.12.1.1.3. IEC 60755 for insensitivity to the continuous current components

11.12.1.2. It shall be possible to install the residual current releases in installations with line-to line voltage up to 690 V.

11.12.1.3. They shall be able to be used in close connection with circuit-breakers and/or switch disconnectors.

11.12.1.4. Shall be guaranteed the normal operating up to -25°C

11.13. Construction Characteristics

11.13.1. It shall be possible to combine the range of residual current releases with all the circuit breakers making up the range of moulded case circuit-breakers so as to cover the whole current range of MCCBs.

11.13.2. It shall be possible to combine the residual current releases with circuit-breakers in fixed, plug-in and withdrawable version.

11.13.3. Their installation on a DIN rail shall be possible.

11.13.4. Control of correct operation shall be possible according to the prescriptions of the reference Standards, by means of a test pushbutton on the front of the apparatus.

11.13.5. Residual current releases shall be available both in the three-pole up to 250A and in the four-pole version.

11.13.6. Dedicated residual current releases shall be available up to 1600 A

11.13.7. Type B residual current protection shall be available

11.13.8. It shall be possible to select the maximum threshold of sensitivity to the residual current fault frequency (3 steps: 400 700 1000 Hz).

11.14. Electrical Characteristics and Performances

11.14.1. Up to the rated current of 250 A, the service voltage shall be between 85 and 500 V AC line-to-line (operation up to 50 V phase-neutral). Trip thresholds Idn starting from 0.03A and up to 10 A shall also be available for the advanced version which shall also allow selection of the trip times (for the basic version, the trip shall be of the instantaneous type).

11.14.2. A contact signalling pre-alarm shall be available in the advanced version and the availability of an input for remote opening.

11.14.3. There shall be type A versions for alternating pulsed current, S selective and E for emergency stop of the residual current release.

11.14.4. The release shall be self-supplied and the power supply can come either from above or below.

11.14.5. Compliance with the International Standards on the matter of electromagnetic compatibility.

11.14.6. There shall be a switchboard residual current unit with voltage varying between 80 and 500 V AC and between 48 and 125 V DC. There shall be availability of several adjustment ranges from 0.03 to 30 A, with trip times from instantaneous to 5 s and pre-alarm threshold adjustment.

11.14.7. The toroidal transformers can either be closed (from 60 to 180 mm in diameter) or open (from 110 to 230 mm in diameter).

12. MINIATURE CIRCUIT BREAKERS SHALL CONFORM TO THE FOLLOWING CHARACTISTICS.

12.1. Functional Characteristics (1 to 63 Amps)

12.1.1. Miniature Circuit Breaker for cable protection according to:
DIN VDE 0641 Teil 11,
EN 60898, IEC 60947-2, EN 60947-2,
UL1077/C22.2 No.235, UL489/C22.2 No.5

12.1.2. Rated short-circuit capacity Icn shall be: 6/10/25 kA unless otherwise indicated.

12.2. Tripping Characteristics/curves shall be as follows

B: In 6/10/13/16/20/25/32/40/50/63 A
C: In 0,5/1/1,6/2/3/4/6/8/10/13/16/20/25/32/40/50/63 A
K: In 0,2/0,5/1/1,6/2/3/4/6/8/10/13/16/20/25/32/40/50/63 A
Z: In 0,5/1/1,6/2/3/4/6/8/10/16/20/25/32/40/50/63 A
Number of poles: 1/2/3/4/1+NA/3+NA
Energy Limiting Class: 3
Rated Voltage Un:
Single-pole: 230/400 VAC
Multi-pole: 400VAC
Max. Operating Voltage UBmax DC:
Single Pole: 72 VDC

Double Pole: 125 VDC
Suitable for isolation acc. IEC 60898-1

12.3. Environmental Characteristics

12.3.1. Operating temperature: -25 °C...+70 °C and storage temperature: -40 °C...+70 °C.

12.3.2. Altitude: operation without derating up to 2000 m (6600 ft), and with derating up to 4000 m.

12.3.3. Suitability for use in a hot-humid environment. With regard to this, the circuit-breakers shall undergo a tropicalisation process which makes them suitable for use in a hot humid environment, as established by the prescriptions of the main shipping registers and in accordance with the international IEC 60068-2-30 Standards.

12.4. Construction Characteristics

12.4.1. Guide edge for labels

12.4.2. Prepared for locking devices

12.4.3. Quick and easy removal of installed device

12.5. Wiring

12.5.1. *Busbars*: Terminals for in and out coming feeder on top of busbars. The MCB shall have a "safe terminal". Each pole shall have 2 connection points. Combining busbar and wire in same terminal shall not be permitted. Combining wire of un-equal sizes in the same terminal shall not be permitted.

12.6. Accessories

12.6.1. Retrofit accessories (extract):

- Universal signal contact/auxiliary contact (right): 1SO
- Auxiliary contact (right): 1SO
- Auxiliary contact (left): 1NO/1NC, 2NO or 2NC
- Bottom-fitting auxiliary contact: 1NO or 1NC
- (bottom fitted without increasing width of MCB)
- Undervoltage- or Shunt trip release
- Hand operated neutral
- Motor operating device (remote control)
- DDA-Block
- Labelling system (marked or blank)
- Locking devices

12.7. Functional Characteristics (80 to 100 Amps)

12.7.1. Miniature Circuit Breaker for cable protection according to:
DIN VDE 0641 Teil 11, DIN VDE 0660 Teil 101, IEC 60898, EN 60898, IEC 60947-2, EN 60947-2

12.7.2. Rated short-circuit capacity shall be minimum: 6 kA unless otherwise stated.

12.8. Tripping Characteristics

12.8.1. B mit In 80/100 A
C mit In 80/100 A
Number of poles: 1/2/3/4

Energy Limiting Class: 3
Rated Voltage:
Single-pole: 230 VAC and 60 VDC
Single-pole: 400 VAC and 125 VDC
Suitable for isolation acc.: IEC 60947-1/-3

12.9. General Features

12.9.1. Label holder

12.9.2. Prepared to get equipped with toggle-locking device

12.10. Wiring

12.10.1. *Busbars*: Terminals for in and out coming feeder on top of busbars.The MCB shall have a "safe terminal". Each pole shall have 2 connection points. Combining busbar and wire in same terminal shall not be permitted. Combining wire of un-equal sizes in the same terminal shall not be permitted.

12.11. Accessories

12.11.1. Auxiliary contact: 2 or 3 contacts (screw-able or push-in-able)

12.11.2. Auxiliary contact (low power): 1 or 3 contacts

12.11.3. Signal contact or signal contact/auxiliary contact: 3 contacts

12.11.4. Undervoltage release or shunt trip

12.11.5. Neutral conductor

12.11.6. Printed labels

12.11.7. Labels for individual printing

12.11.8. Locking devices

12.12. Functional Characteristics (DC Protection)

12.12.1. Miniature Circuit Breaker for cable protection according to: DIN VDE 0641 Teil 12, DIN VDE 0660 Teil 101, IEC 60898, EN 60898, IEC 60947-2, EN 60947-2, UL1077

12.12.2. Rated short-circuit capacity: 4,5/6 kA

12.13. Tripping characteristics shall conform to the following

B: In 6/10/16/20/25 A
K: In 0,2/0,3/0,5/0,75/1/1,6/2/3/4/6/8/10/16/20/25/32/40/50/63 A
In 0,5/1/1,6/2/3/4/6/8/10/16/20/25/32/40/50/63A
Number of poles : 1/2/3/4 (K,Z); 1/2 (B)
Rated Voltage:
Single-pole: 230/400 VAC and 220 VDC
Multi-pole: 400 VAC and 440 VDC

Suitable for isolation acc: IEC 60947-1/-3

12.14. General Features

12.14.1. Label holder

12.14.2. Prepared to get equipped with toggle-locking device

12.15. Wiring

12.15.1. *Busbars*: Terminals for in and out coming feeder on top of busbars. The MCB shall have a "safe terminal". Each pole shall have 2 connection points. Combining busbar and wire in same terminal shall not be permitted. Combining wire of un-equal sizes in the same terminal shall not be permitted.

12.16. Accessories

12.16.1. Auxiliary contact: 2 or 3 contacts shall be (screw-able or push-in-able)

12.16.2. Auxiliary contact (low power): 1 or 3 contacts

12.16.3. Signal contact or signal contact/auxiliary contact: 3 contacts

12.16.4. Undervoltage release or shunt trip

12.16.5. Neutral conductor

12.16.6. Printed labels

12.16.7. Labels for individual printing

12.16.8. Locking devices

13. CONTACTORS

13.1. Contactors shall comply with SANS 60947. Duty cycle shall be AC3. Contactor coil voltage may be either 230V or 400V unless otherwise stated.

13.2. Lighting contactors for 24 to 63 Amps (AC1) shall be DIN mounted on the same rail as the MCBs and feature a DC solenoid actuator and are thus hum-free. They shall have a switching position indicator, integrated coil protection circuits and overvoltage protection for the solenoid coil up to 5kV.

13.3. Contactors from 9 to 38 Amps shall be electronic coils.

13.4. For contactors from 50 to 300 Amps, standard coils will be accepted.

13.5. Contactors from 400 to 2050 Amps shall be electronic coils.

13.6. Mixture of contactors shall not be permitted.

13.7. Ambient characteristics

13.7.1. Climatic withstand according to IEC60068-2-0 AND 60068-2-11

13.8. Construction characteristics

13.8.1. Contactors with electronic coils 9 to 38 Amps AC3 shall have:

13.8.1.1. Maximum of two frame sizes from 9 to 16 amps AC3

13.8.1.2. Width not to exceed 45mm for contactors 9 to 38 amps AC3 rating

13.8.1.3. Contactor up to 16 amps to include built in auxiliary contact

13.8.1.4. Common auxiliaries for contactors 9 to 38 amps AC3

13.8.2. Contactors 9 to 110 Amps with standard coil shall have:

13.8.2.1. Mounting positions: only position 6 not permitted (see appendix 1)

13.8.2.2. Maximum of 4 frame sizes from 9 to 110 amps

13.8.2.3. Quick fixing on mounting rail according to IEC 60715 standards as:-

- 35 x 7.5 mm for 9 to 40 amps contactors
- 35 x 15 mm for 9 to 75 amps contactors
- 75 x 25 mm for 50 to 110 amps contactors
- Terminal with captive screws
- Terminal screws to be of Pozidriv type up to 75 amps AC3
- Terminal screws to be M8 Hexagon socket for main terminals and Pozidriv for coil terminals

13.8.3. Contactors 145 to 750 Amps AC3 with Standard or Electronic Coil shall have:

13.8.3.1. Maximum of 4 frame sizes from 145 amp to 750 amp

13.8.3.2. Mechanical design to incorporate power terminal at base of contactor, operating coil to be mounted on top of contactor. Coil removal to side of contactor shall not be permitted.

13.8.3.3. Shall have front access to coil , with no need to remove the power cables when changing coils

13.8.3.4. Shall have front access to main fixed and moving contacts , without the need to remove the power cables

13.8.3.5. Removal and replacement of the fixed and moving contacts shall be able to be accomplished without the need to remove the power cables

13.8.3.6. Contactor shall have quick release quarter turn screws for easy access to main contact inspection

13.8.3.7. Clear marking of contactor electrical information, marking to be clearly visible on front of contactor

13.8.3.8. Electrical characteristics and performances

13.8.3.8.1. All Contactors shall be electrically coordinated with upstream protection device, whether device or the fuse type, MCCB, or manual motor starter. All coordination to be backed up by Manufactures coordination tables, available on request.

13.8.4. Contactors with electronic coils 9 to 38 Amps AC3

13.8.4.1. Same coil to cover both the AC or DC control supplies

13.8.4.2. Coil to be of torroidal design

13.8.4.3. Coil to have extended voltage operating limits.

13.8.4.4. 4 coil types only covering: 24..500 V 50/60Hz and 20..500 V DC

13.8.4.5. Coil Consumption not to exceed the following limits

13.8.4.6. On pull in 50VA

13.8.4.7. On holding 2.2VA

13.8.4.8. Built-in surge protection to be incorporated

13.8.4.9. Flexible position of Coil terminals i.e. can be transferred from the top to the bottom of contactor

13.8.4.10. With additional coil terminal block, it shall be possible to connect the coil both at the top and at the bottom.

13.8.5. Contactors with standard AC coil 50 to 30 Amps AC3 shall have:

13.8.5.1. Rated operational voltage 690V for contactors up to 40 amp AC3

13.8.5.2. Rated operational voltage 1000V for contactors 50 to 750 amps AC3.

13.8.5.3. Rated making capacity to be equal to 10 x AC3 rated operational current, or greater.

13.8.5.4. Rated breaking capacity to be equal to 8 x AC3 rated operational current, or greater.

13.8.5.5. Coil operating limits (according to IEC60947-4-1) 0.85 ….1.1 x rated Control circuit voltage, at temperature less or equal to 55degrees Celsius

13.8.5.6. Drop out voltage in %age of rated Control Voltage approximately 40 to 65%

13.8.5.7. Contactors 400 amp AC3 upward to incorporate electronic coil technology

13.8.6. Contactors with electronic coils 400 to 750 Amps AC3 shall have:

13.8.6.1. As above but to include the following

13.8.6.2. Same coil to cover both the AC or DC control supplies

13.8.6.3. Coil to have extended voltage operating limits.

13.8.6.4. Can withstand voltage interruptions or voltage dips in control supply up to 20ms.

13.8.6.5. Distinct opening and closing voltages as follows

13.8.6.6. Opening 0.55 x min operating voltage

13.8.6.7. Closing 0.85 x min operating voltage

13.8.6.8. Coil types only covering: 24..500 V 50/60Hz and 20..500 V DC

13.9. Accessories

13.9.1. All auxiliary contacts shall employ the “wipe action” mechanism for the self cleaning of the contact tips.

13.9.2. Front mounted auxiliary contact blocks rated insulation voltage equal to 690V a.c or greater

13.9.3. Rated operation voltage 24…690VAC

13.9.4. Rated making capacity 10 x AC-15 rated operational current

13.9.5. Rated breaking capacity 10 x AC-15 rated operational current

13.9.6. Rated short time withstand current 100amps for 1sec:, 140 amps for 0.1 sec

13.9.7. Electrical durability, max electrical switching frequency 1200 cycles per hour or greater

13.10. Side Mount Auxiliary Contact Blocks shall have:

13.10.1. Rated insulation voltage equal to 690V a.c or greater

13.10.2. Rated operation voltage 24…690V a.c

13.10.3. Rated making capacity 10 x AC-15 rated operational current

13.10.4. Rated breaking capacity 10 x AC-15 rated operational current

13.10.5. Rated short time withstand current 100amps for 1sec:, 140 amps for 0.1 sec

13.10.6. Electrical durability, max electrical switching 1200 cycles per hour or greater.

14. LIGHTNING AND SURGE PROTECTION

14.1. Main Distribution Board

14.1.1. According to the IEC 62305 recommendations, electrical installations shall be protected against direct lightning and surge impulses with din rail Class 1/Type 1 (10/350µs) lightning current arresters.

14.1.2. SPD shall use a triggered spark gap technology to allow high lightning discharge current, unpluggable type to avoid ejection of the cartridge during the discharge of the current and non-blow out technology to avoid fire risks.

14.1.3. The SPD shall provide either common protection in TNC network or common and differential mode protection in TT and TNS network according to the IEC60364 recommendations.

14.1.4. Lightning arresters shall have the following technical specifications:

14.1.4.1. Class of test (IEC 61643-1) I

14.1.4.2. Lightning impulse current: Iimp/pole (10/350µs) ≥ 25kA

14.1.4.3. Nominal voltage Un 230 / 400V

14.1.4.4. Maximum continuous AC voltage Uc 255V

14.1.4.5. Follow current extinguishing capability Ifi ≥ 50kA

14.1.4.6. Protection level Up : 2.5kV

14.1.4.7. Max. back up fuse gG/gL: 125A

14.1.4.8. Visual state indicator: Yes

14.2. Sub-Main Distribution Board

14.2.1. According to the IEC 62305 recommendations to avoid oscillations and magnetic coupling phenomenon, sensible equipments shall be protected against indirect surges with din rail Class 2 / Type 2 (8/20µs) surge arresters.

14.2.2. The SPD shall have a safety reserve system and shall be pluggable for preventive and easy maintenance. The SPD shall provide either common protection in TNC network or common and differential mode protection in TNS and TT network according to the IEC 60 364 recommendations.

14.2.3. In case of common and differential mode protection the SPD shall use an association of MOV and GDT to provide isolation to the ground and low protection level in all protection modes. The associated switching element

14.2.4. (MCB/Fuse) (to insure a safe end of life) shall be the same brand as the SPD to insure a good coordination.

14.2.5. Surge arresters technical specifications:

14.2.5.1. Class of test (IEC 61643-1) II

14.2.5.2. Max. discharge current: Imax/pole (8/20µs) ≥ 40kA

14.2.5.3. Nominal current In / pole ≥ 20kA

14.2.5.4. Nominal voltage Un 230 / 400V

14.2.5.5. Maximum continuous AC voltage Uc 275 / 255V

14.2.5.6. Protection level Up at 20kA ≤ 1.5 kV

14.2.5.7. Protection level Up at 3kA (Class 3 test)

14.2.5.8. Pluggable :Yes

14.2.5.9. Visual status indicator: Yes

14.2.5.10. Safety reserve: Yes

14.2.5.11. Remote indicator :Yes

14.3. Data line / Telecom line

14.3.1. The selection of the surge protection device shall be according the IEC 62305 recommendations and therefore shall be a type C2 SPD.

14.3.2. The SPD shall be pluggable type for easy maintenance and shall provide the dialling tone returns when the cartridge is withdrawn in case of end of life.

14.3.3. The cartridges, whatever the nominal voltage, shall be adaptable onto different base. The base shall be chosen according to the connection of thewire: it can be RJ11, RJ45 or screw connection. The connections to the earthshall be either by a DIN rail contact or by a screw terminal.

14.3.4. The SPD dimension shall not exceed 12.5 mm wide to save space. The SPD shall use two level of protection: the first one by GDT, the second one by zener diode. These two levels shall be coordinated and shall provide common and differential mode protection.

14.3.5. Low current surge arresters technical specifications:

14.3.5.1. Class of test (IEC 61643-21): C2

14.3.5.2. Nominal voltage Un According to the Max.voltage of signal

14.3.5.3. Maximum continuous AC voltage Uc (L-N / N-G): According to the Max. voltage of signal

14.3.5.4. Loading current: 140mA

14.3.5.5. Max. discharge current: Imax / line (8/20µs) ≥ 10kA

14.3.5.6. C2 Nominal discharge current In / line (8/20µs) ≥ 5kA

14.3.5.7. Protection level Up (L-L / L-G): According to the Max. voltage of signal

14.3.5.8. Pluggable: Yes

15. ANTI-CONDENSATION HEATERS

15.1. Anti-condensation 220 Volt heaters shall be provided for all compartments. A switch with thermostat shall be provided to control the heaters.

15.2. The wiring from the heater elements to terminals shall be high temperature insulation covered, a suitable compression type gland shall be fitted for the incoming 231V supply.

16. INDICATING INSTRUMENTS

16.1. A flush mounted, industrial grade, 96 mm square voltmeters and ammeter conforming to SABS 1299 shall be mounted near the centre top of the front panel and connected to measure the busbar voltage and current.

16.2. The calibrated scale length shall be a minimum of 70 mm. Means shall be provided for zero adjustment from the front without any dismantling of the indicating instrument.

16.3. A voltmeters selector switch with phase to phase, phase to neutral, and "off" position shall be provided.

16.4. An ammeter selector switch shall be provided with an "OFF" position.

16.5. Meters shall indicate by means of colours the relevant phase that it is metering.

17. CURRENT TRANSFORMERS

17.1. Current transformers shall comply with BS 3938.

18. MECHANICAL CABLE GLANDS

18.1. Cable glands shall be of the compression type, manufactured in brass and/or bronze, and suitable for termination of earth-continuity conductor type cables where applicable.

18.2. The gland body shall incorporate a knurled cone for clamping the armouring and an integrally cast earth lug, complete with earthing screw.

18.3. All metal portions of the gland shall be electroplated for corrosion resistance.

18.4. The glands shall be supplied complete with weatherproof neoprene shrouds.

18.5. Entries for multi-core PVC, PVC, wire armoured, PVC sheathed cables shall comprise cone grip mechanical type glands mounted on robust gland plates.

18.6. The board shall be supplied complete with all glands for all outgoing and incoming circuits as indicated on the drawing.

19. LIGHT SENSITIVE CONTROL UNIT

19.1. Light sensitive control units shall be supplied by others.

19.2. A suitably rated single pole over-riding switch, for over-riding the unit in 19.1, and moulded case circuit breaker shall be provided, when called for in the drawings or appendices hereto.

19.3. The switch and circuit breaker shall be wired to a suitable terminal strip, mounted within the distribution board, to facilitate connection of the light sensitive control unit when installed.

20. EARTHING

20.1. The components shall be effectively bonded to the main frame of the distribution board, which shall also be bonded to the main earth bar. Earthing shall comply with SANS-10142 code of practice for the wiring of premises.

21. CABLING AND WIRING

21.1. All cables and wires used shall be stranded, 600/1000 V grade and comply with SABS 150, except where special cables have been otherwise specified.

22. LABELS

22.1. Labels shall be provided comprising conspicuous engraved black lettering on white background secured with rivets or screws on or adjacent to the items concerned, and worded in English.

22.2. Labels of embossed tape or labels secured with adhesive are not acceptable.

22.3. All fuse-switches, circuit breakers, isolators, contactors, relays, etc., shall be clearly designated.

22.4. The terminals of all outgoing circuits shall be provided with labels to correspond with the labelling of the units on the panel of the distribution board.

22.5. All terminal connections shall be provided with durable tags or clips, on which shall be clearly and indelibly marked, the identifying code letters of each wire. Such code letters shall correspond to those used on the wiring diagram.

23. PAINTING

23.1. All surfaces of the distribution board shall be light orange to SABS 1091 colour No. B26. (Transnet orange; Pantone 165C / 021U; Coats 50/50; Vermilion MW52; RAL 2004 rein orange; Trichromatic 70% magenta, 90% yellow), unless otherwise specified.

23.2. All surfaces shall be cleaned according to the appropriate method described in SABS 064 for the particular surface to be cleaned, the contamination to be removed and the primer to be applied.

23.3. Blast cleaning of components shall be in accordance with clause 4.3 of SABS 064 to a degree of cleanliness of at least Sa2 for inland exposure components and Sa 1/2 for coastal exposure components. See Table 1 of SABS 064 for the appropriate profile.

23.4. Sheet metal that cannot be blast cleaned shall be cleaned by pickling according to clause 4.6 of SABS 064.

23.5. Components that shall be powder coated shall be cleaned and prepared by the surface conversion process according to clause 5 of SABS 064 to a medium-weight classification of table 2 of that specification.

23.6. Oil and accumulated dirt on steel components where no rusting is present shall be removed according to clause 3 of SABS 064.

23.7. The powder-coating process shall be in accordance with SANS 1242 - type 4 : Corrosion-resistant coatings for interior use and using the thermosetting type high gloss coating.

23.8. All specified coatings shall be applied according to the relevant specification and the manufacturer's instructions shall be followed.

23.9. Coatings shall not be applied under conditions that may be detrimental to the effectiveness of the coating or the appearance of the painted surface.

23.10. When examined visually the finished products shall have a uniform appearance as far as gloss is concerned and shall show no sign of damage. Damaged areas shall be repaired coat for coat to obtain the desired finish.

24. ADDITIONS AND MODIFICATIONS TO EXISTING DISTRIBUTION BOARDS

24.1. Where the contractor needs to make modifications or additions to existing distribution boards, the following minimum criteria shall be adhered to :

24.1.1. Re-labelling and proving of existing circuits in accordance with security of existing terminations to be confirmed

24.1.2. Isolation barriers, cover blanks to be in place where required

24.1.3. Panel modification in terms of architraves, DB covers, and the closing of redundant openings to be undertaken by an accredited switchboard manufacturer.

24.1.4. Wiring to be examined for integrity correct sizing and tidied and/or replaced and neatened as required.

24.1.5. A certificate of compliance shall be issued for the full distribution board and not the additions only.

25. INSPECTION

25.1. Transnet Group Capital reserves the right to carry out inspection of any items of equipment and work at any time during the manufacture at manufacturer's works and to be present at any tests.

25.2. A final inspection by Transnet Group Capital before delivery to site is required.

26. TESTS

26.1. All prescribed tests as referred to in the standard specifications may be called for at the discretion of Transnet Group Capital.

26.2. Transnet Group Capital also reserves the right to carry out any check tests on the equipment.

26.3. Notwithstanding the successful completion of tests, the tenderer shall still be responsible for the efficient operation of the equipment.

26.4. The tenderer shall bear all costs for any tests, which shall be required.

27. GUARANTEE

27.1. The Contractor shall undertake to repair all faults due to bad workmanship and / or faulty materials and to replace all defective apparatus or materials during a period of twelve (12) calendar months, calculated from the date of delivery.

27.2. Any defects that may become apparent during the guarantee period shall be rectified to the satisfaction of, and free of cost.

27.3. The Contractor shall undertake work on the rectification of any defects that may arise during the guarantee period within 7 days of his being notified by Transnet Group Capital of such defects.

27.4. Should the Contractor fail to comply with the requirements stipulated above, Transnet Group Capital will be entitled to undertake the necessary repair work or effect replacement of defective apparatus or materials, and the Contractor shall reimburse Transnet Group Capital the total cost of such repair or replacements, including the labour costs incurred in replacing defective material.

APPENDIX 1

STATEMENT OF COMPLIANCE
(TO BE COMPLETED BY TENDERER)

This tender complies with specification TPD-002-DBSPEC in all respects.

SIGNATURE : _____ DATE : _____

This tender complies generally with specification TPD-002-DBSPEC but differs from it on the following points.

_____

_____

_____

_____

_____

SIGNATURE : _____ DATE : _____

Transnet Group Capital
KWAZULU-NATAL

SPECIFICATION FOR THE SUPPLY AND INSTALLATION OF MEDIUM VOLTAGE AND LOW VOLTAGE ELECTRICAL CABLES

REVISIONS		
REV	DATE	APPROVED
01	April 2017	S.Sewdayal

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APPENDICES

Appendix 1 - "Statement of Compliance"

1.1 SCOPE OF WORK

The scope of this specification covers the minimum requirements for the supply installation, testing and commissioning of medium and low voltage cables, instrumentation cables, cable racking, trenching, sleeves and earthing reticulation on Transnet sites on behalf of Transnet Group Capital.

Contractors are required to familiarise themselves with all applicable Standards and Codes of Practice listed herein, and to ensure compliance in the execution of any work in terms of this document. Failure to comply may render the contractor liable for corrections at his own cost.

These Standards and Codes of Practice should be read in conjunction with all other Specifications and drawings as issued for a particular contract. Where discrepancies occur, these must be brought to the attention of Transnet Group Capital in writing before commencement of work. In the event of any conflict between the contents of any documents forming part of a contract (as listed in the Master Index) and this document, the former shall prevail.

1.2 APPLICATION TO WORK ACTIVITIES

The Standards and Codes of Practice contained herein apply to all installations requiring Medium and Low voltage Electrical and Instrument Cabling, Racking, Trenching Sleeves and Earthing Reticulation and include amongst others the following standards:

- Supply of electrical and instrument cable trenches
- Supply, installation of electrical and instrument ladder racking reticulation
- Supply, installation of electrical and instrument dropper reticulation
- Supply, installation and termination of electrical and instrument cabling
- Cable Tagging and Core Identifying standards for electrical and instrument cabling
- Supply, installation of instrument and electrical earthing

2. STANDARDS AND REFERENCES

2.1 The requirements of the materials, design, layout, fabrication, assembly, erection, examination, inspection and testing of equipment and facilities on site shall be in accordance with the relevant sections of codes: -

(a)	SANS 10142-1	2017	Code of Practice for the Wiring of Premises
(b)	SANS 121	1999	Hot-dip (galvanized) zinc coatings (other than on Continuously Zinc-coated sheet and wire
(c)	SANS 1507	2001	Electric cables with extruded solid dielectric insulation For Fixed Installations (300/500 V to 1 900/3 300)
(d)	SANS 1574	2001	Electric cables - Flexible cords and flexible cables
(e)	ASME/ANSI.B31.3	2016	Chemical Plant and Petroleum Refinery piping
(f)	ASME/ANSI.B31.4	1998	Liquid Transportation Systems for Hydrocarbons, Liquid Petroleum Gas, Anhydrous Ammonia and Alcohols

(g) SANS 10089-2	2001	The Petroleum Industry Part -2: Electrical Code
(h) SABS 10089 – 2	2017	Installation and Maintenance of Electrical Equipment used in Explosive Atmospheres.
(i) SANS 10198	2004	The Selection, Handling and Installation of Electric Power Cables rating not exceeding 33KV Part 1: Defination and statutory
(j) API 2003	2016	Protection against ignitions arising out of static, Lighting and stray currents
(k) SANS 10313	1999	The Protection of structures against lightning
(l) SANS 10086-1	1997	Earthing of Low Voltage (LV) distribution systems
(m) IEC 79-14		Intrinsic Safety Principles and hazardous areas
(n) SANS 97	2001	Electric cables impregnated paper-insulated metal Sheathed cables for voltages 3.3/3.3Kv to 19/33Kv(Tests after installation)
(o) SANS 60079-7	1990	Apparatus with increased safety (EX e) for use in Explosive gas atmosphere
(p) SANS 808	2013	Cable glands for use on flameproof enclosures (Ex d)
(q) SANS 10108	2017	The classification of hazardous locations and the Selection of apparatus for use in such locations
(r) IEC79-11	2007	Intrinsic Safety Principles and hazardous areas
(s) SABS 150	1986	Machine made textile floor coverings ,determination Thickness
(t) SANS 1339	2015	Electric cables-cross-linked polyethylene (XLPE) Insulated Cables for rated voltages 3,8/6.6Kv to 19/33Kv
(u) IEC 60-1		High voltage techniques
(v) DIN EN 61386-24	1994	Conduit systems for cable management - Part 2-4: Particular requirements for conduit systems buried underground.
(w) BS EN50086-2-4	1994	Specification for conduit systems for cable management. Particular requirements. Conduit systems buried underground

a) Government, local authorities or other statutory bodies' regulations, laws, requirements or customs which are more stringent than those specified in this project specification.

2.2 The following standard specifications are to be used for reference purposes and need to be noted by Contractors in order to signify familiarity and compliance with the requirements. It is expected of Contractors that they be familiar with the applicable clauses and that these will be adhered to in the execution of any work in terms of this specification. Contractors will be required to confirm that they are able to meet these requirements.

a) SANS 10108: 2017 The Classification of hazardous locations and the selection Of electrical apparatus for use in such locations

b) The Occupational Health & Safety (OHS) Act No. 85 of 1993.

c) SABS 0314 Flameproof Enclosures for Electrical Apparatus

d) SABS 0549 Intrinsically Safe Electrical Apparatus

e) API Manual of Petroleum Measurement Standards Chapters 4 to 12
IP Chapter 10 and Papers 2 and 3

f) SANS 61241-1-1: 1999 Enclosures for electrical apparatus for use in class II Divisions 1 and 2 locations (dust –ignition –proof or hose Proof or both)

g) BS 5490 Classification of degrees of protection provided by enclosures

h) Safety Regulations for Contractors

i) Technical Instruction No. 16 - Contractors Work Permit Procedures.

j) VDE Standards

2.3 Where no specific rules, regulations, codes or requirements are contained in this specification nor covered by the above mentioned codes, the contractor shall, in consultation with Transnet Group Capital, adhere to internationally accepted modern design and engineering practices in the Electrical and Petrochemical Industry.

3.0 SERVICE CONDITIONS

3.1 The cable shall be designed and rated for continuous operation under the following conditions :-

3.1.1 Ambient/Environnent Conditions :

3.1.1.1	Altitude	:	Sea level.
3.1.1.2	Ambient temperature	:	-5° C to + 45° C (daily average + 35° C).
3.1.1.3	Relative humidity	:	As high as 96%
3.1.1.4	Lightning conditions	:	Severe, with a maximum lightning ground flash density 11 flashes per km^2 per annum.
3.1.1.5	Exposure conditions	:	Salt laden, industrial atmosphere as well as hazardous Gases and dust atmosphere.

3.1.1.6 Electrolytic corrosion conditions prevail in all the areas owing to the proximity of direct current traction system and cathodic protection schemes.

3.1.2 Electrical Conditions:

3.1.2.1 The system of supply will be three phase, 3 wire, 50 Hertz, 11KV alternating current for medium voltage and three-phase, 4 wire, 50 Hz 400 Volts alternating current for low voltage.

3.1.2.2 The voltage may vary within the range of 95% to 105% of the nominal and all cable shall be suitably rated.

4.0 RESPONSIBILITY FOR WORK, SAFETY

4.1 The Contractor shall be responsible for all aspects associated with the provision of the cables. This includes items such as supply of testing cable, to test the cables prior to commissioning, provision of site office and storage facilities.

4.2 Occupational Health and Safety Act (Act No 85 of 1993) must be complied with in all respects during the execution of this contract. The onus shall be on the contractor to ensure that staff under his control adheres to the provisions of the act at all times.

5.0 ELECTRICAL CABLE SPECIFICATION

This part of the specification covers the general specification of electrical cables to be used on Transnet sites on behalf of Transnet Group Capital.

5.1 TYPES OF CABLE

5.1.1 CROSS-LINKED POLYETHYLENE (XLPE)

5.1.1.1 Cross-linked Polyethylene (XPLE)-insulated cables shall be individually screened, 3 core, stranded copper conductor, type A, cable manufactured in accordance with SANS.1339: 2015. The cable is to be supplied with an overall graphite coating to the outer PVC sheath.

5.1.1.2 The cable shall have embossed on the outer P.V.C. sheath next to the **S.A.B.S.** mark the following letters:

T/G/B

Where T = TRANSNET STANDARD G = GRAPHITE COATED B = BEDDING TEST

Only the above mentioned cable shall be accepted.

5.1.1.3 The cable shall be capable of withstanding continuous operational temperatures up to 90^{O} C.

5.1.1.4 Completed cable runs are subjected to the following tests:-

a. As laid down in SANS 1339:2015 (Appendix "E" paragraph E-1.4)

b. Anti-electrolysis insulation, applied between armouring and earth, tested at 10kV D.C. for one minute. Bedding shall be tested at 4kV D. C. for one minute.

All the above tests shall be carried out in the presence of the Engineer

5.1.2 PAPER INSULATED

5.8.2.1 Fully impregnated hygroscopic paper insulated, Helically lapped, insulated, Three core, Stranded copper conductors, Outer layer numbered for core identification, Seamless pure lead sheath, Covered with bitumen impregnated paper, Single steel wire armoured, extruded plastic sheathed, Operational voltage 6.35 to 11kV.

5.1.2.2 The cable shall have embossed on the outer P.V.C. sheath next to the **S.A.B.S.** mark the following letters:

T/G/B

Where: T = TRANSNET STANDARD
G = GRAPHITE COATED
B = BEDDING TEST

Only the above mentioned cable shall be accepted.

5.1.2.3 The cable is to be supplied with the P.V.C. outer sheath impregnated with a high quality graphite powder coating.

5.1.2.4 Type general purpose copper woven taped screened (Table 19) cable manufactured in accordance with SANS 97: 2001 is required.

5.1.2.5 The cable shall be capable of withstanding continuous operational temperatures up to 70 / 80^{O} C.

5.1.2.6 Completed cable runs are subjected to the following tests

a. As laid down in SANS 97 2001

b. Anti-electrolysis insulation, applied between armouring and earth, tested at 10Kv D. C. for one minute. Bedding shall be tested at 4Kv D.C. for one minute.
All the above tests shall be carried out in the presence of the Engineer

5.1.3 LOW VOLTAGE PVC CABLE

5.1.3.1 Low voltage cables shall be PVC insulated cables with ECC, and shall comply with SANS 1507: 2001.

5.1.3.2 Earth continuity conductors shall be single core PVC insulated copper cables, and shall comply with SANS. 1507: 2001.

5.1.3.3 The cable shall be capable of withstanding continuous operational temperatures up to 70^{O} C.

5.1.3.4 Electrical LV Power cabling installed in hazardous locations (flammable environment) running between Equipment located in the field, LV Panels or Motor Control Centre Panels, Valve Panels and Distribution Boards shall comprise of steel wire armoured, earth continuity conductor (ECC), PVC Insulated, four core cable, as follows:

Conductors.

Core Size : 4 core - Rated as per application (SANS 10142-1)
Stranded untinned copper, 7 strands minimum

PVC Insulated, Insulation Breakdown Voltage to withstand 2 kV 50Hz RMS for a 1 min period.

Insulation Colours : Colored RD-BL-YE/WT-BK (not numbered)

Lay Twist to be 40 – 60 mm (i.e. 16-25 twist per metre)

Inner Jacket

Extruded fire retardant black PVC with rip cord for jacket removal.
Minimum thickness 1.2mm

Outer Jacket

Overall weatherproof thermoplastic PVC jacket – fire retardant and UV resistant (Carbon black added).

Jacket thickness 1.5mm

Jacket to be totally bonded to a steel wire armoured sleeve.

Fire retardant, low halogen (20% Halogen, Blue Stripe) plastics to be used in non-ventilated areas. Fire retardant, high halogen (100% Halogen, Red Stripe) plastics may be used in ventilated areas. Fire retardant, no halogen (0% Halogen, White Stripe) plastics not required to be used.

5.1.3.5 Electrical Control cabling running between the Equipment located in the field, Control System Marshalling Cabinets, LV Panels and Incomer Breaker panels will comprise of steel wire armoured, PVC Insulated, multi-core cable, as follows :

Conductors

Core Size : 7 core – 1.5 mm^2 (Valve Actuators)
12 core – 1.5 mm^2, 19 core – 1.5 mm^2 (Switchgear)

Stranded untinned copper, 7 strands minimum

PVC Insulated, Insulation Breakdown Voltage to withstand 2 kV 50Hz RMS for a 1 min
Insulation Colours: 7 core and less – coloured BL-YE/WT-RD-GR-BK-BR-PR/OR (Not numbered)
12 core and more – black, conductors to be numbered
Lay Twist to be 40 – 60 mm (i.e. 16-25 twist per metre)

Inner Jacket

Extruded fire retardant black PVC with ripcord for jacket removal.
Minimum thickness 1.2mm up to 7 core, 1.5mm for 12 and 19 core

Outer Jacket

Overall weatherproof thermoplastic PVC jacket – fire retardant and UV resistant.
Jacket thickness 1.5mm up to 7 core, 2.0mm for 12 and 19 core
Jacket to be totally bonded to a steel wire armoured sleeve.

Fire retardant, low halogen (20% Halogen, Blue Stripe) plastics to be used in non-ventilated areas. Fire retardant, high halogen (100% Halogen, Red Stripe) plastics may be used in ventilated areas. Fire retardant, no halogen (0% Halogen, White Stripe) plastics not required to be used.

5.1.3.6 Completed cable runs are subjected to the following tests as laid down in SANS 10142-1: 2017.Insulation resistance test between Phases, Phases and Neutral, Phases and ECC, Neutral and ECC.

5.1.4 INSTRUMENTATION CABLING

5.1.4.1 Instrument Cabling as defined within this and other Transnet Group Capital Specifications includes the following types of cabling:

1. PVC SWA Multicore instrument cables running between Instrument Junction Boxes in the field and PLC Cabinets (IS and non-IS rated)
2. PVC SWA Multicore instrument cables running between instruments in the field and PLC Cabinets (IS and non-IS rated)

3. Dekabon armoured instrument cables running between Junction Boxes in the field and the instruments themselves (IS and non-IS rated)

5.1.4.2 All Instrumentation Cabling will comply in all respects to the specifications as contained in the Scope of Work attached to an Order. In the absence of cable specifications being detailed in the Scope of Work attached to an Order, the following cable specifications will apply.

5.1.4.3 Instrument cabling will be marshalled on Instrument racking and trenching as defined elsewhere within this specification.

5.1.4.4 Instrument multi-core cabling running between the Field Junction Boxes and the Control System Marshalling Cabinets will comprise of steel wire armoured, PVC Insulated, individual and overall screened multi-core cable. Note that Transnet has standardised on 1 pair, 2 pair, 8 pair and 16 pair cable – prior approval from Transnet will be required to deviate from these specifications.

Conductors

Core Size : 1.0 mm^2

Stranded untinned copper, 7 strands minimum

PVC Insulated, Insulation Breakdown Voltage to withstand 2 kV 50Hz RMS for a 1 min.

Insulation Colours : Black and White

Multi-pair cores to be numbered (numeric on both conductors of the pairs)
Lay Twist to be 40 – 60 mm (i.e. 16-25 twist per metre)

Shield/Screen

Individual & overall screened – plasticised aluminium foil (100%) coverage
Stranded tinned copper drain wire 0.5 mm^2

Inner Jacket

Extruded fire retardant black PVC with rip cord for jacket removal.
Minimum thickness 1.2mm up to 8 pair, 1.5 mm for 16 to 36 pair

Outer Jacket

Overall weatherproof thermoplastic PVC jacket – fire retardant and UV resistant (Carbon Black added).
Jacket thickness 1.5mm up to 8 pair, 2.0 mm for 16 to 36 pair.
Jacket to be totally bonded to a steel wire armoured sleeve.

Fire retardant, low halogen (20% Halogen, Blue Stripe) plastics to be used in non-ventilated areas. Fire retardant, high halogen (100% Halogen, Red Stripe) plastics may be used in ventilated areas. Fire retardant, no halogen (0% Halogen, White Stripe) plastics not required to be used.

IS Circuits: Jacket colour light blue Non IS Circuits: Jacket colour black.

5.1.4.5 Individual Instrument cabling running between the Field Junction Boxes and the individual field mounted Instruments will comprise of Dekabon armoured, PVC Insulated, individual and overall screened multi-core cable. Note that Transnet has standardised on 1, 2, 4 and Triad cable prior approval from Transnet will be required to deviate from these specifications.
(Note that this specification only applies to cabling running on racks above the ground, all Instrument cables running in trenches will need to comply with the Instrument Multi-core Cable Specifications detailed above).

Conductors.

Core Size : 1.5 mm^2
Stranded untinned copper, 7 strands minimum
PVC Insulated, Insulation Breakdown Voltage to withstand 2 kV 50Hz RMS for a 1 min
Insulation Colours : Black and White
Multipair cores to be numbered (alphanumeric on both conductors of the pairs)
Lay Twist to be 40 – 60 mm (i.e. 16-25 twist per metre)

Shield/Screen

Individual & overall screened – plasticised aluminium foil (100%) coverage
Stranded tinned copper drain wire 0.5 mm^2

Inner Jacket

Extruded fire retardant black PVC with ripcord for jacket removal.
Minimum thickness 1.2mm

Outer Jacket

Overall weatherproof thermoplastic PVC jacket – fire retardant and UV resistant (Carbon black added).
Jacket thickness 1.5mm.
Jacket to be totally bonded to an inner waterproof aluminium sleeve, with a ripcord under the sleeve for jacket removal.

Fire retardant, low halogen (20% Halogen, Blue Stripe) plastics to be used in non-ventilated areas. Fire retardant, high halogen (100% Halogen, Red Stripe) plastics may be used in ventilated areas. Fire retardant, no halogen (0% Halogen, White Stripe) plastics are not required to be used.

IS Circuits: Jacket colour light blue Non IS Circuits: Jacket colour black.

6.0 CABLE TERMINATIONS

6.1 Medium and Low Voltage cables shall be terminated to busbars and switchgear in the panels, distribution boards and kiosks using suitable cable lugs. Cable earth wires shall be brought into glands on gland plates. The insulation between cable armouring and cable earth wires shall be maintained at terminations. The separate earth conductor cable shall terminate to the main earth bar.

6.2 All materials necessary for installing all cable terminations shall be provided by the Contractor and the cost thereof shall be included in the tender price.

6.3 **Glanding**

6.3.1 All instrument and electrical cables will be glanded at both ends using the appropriate sized gland and will include associated adaptors, washers, ferrules, bands, etc. Provision for all glands, adaptors, washers, ferrules, bands etc. shall be included in the Tenderer's offers. All cable glands shall comply with the following specification, unless otherwise specified in the Scope of Work attached to an Order:

6.3.2 Dekabon Armoured Cabling (Instrumentation)
Increased Safety Ex''e'' rated compression gland, IP68 rated, complete with UV resistant black shroud where required, in accordance with SANS 60079-7 1990.

6.3.3 PVC SWA Cabling (Instrument & Electrical motors)
Increased Safety Ex''e'' rated non-compression gland, IP68 rated, complete with SWA protection (CCG Corrosion Guard or similar), in accordance with SANS 60079-7 1990.

6.3.4 PVC SWA Cabling (Ex''d'' rated Valve Actuators)
Flameproof Ex''d'' rated non-compression gland, IP68 rated, complete with SWA protection (CCG Corrosion Guard or similar), in accordance with SANS 808: 2013.

6.3.5 PVC SWA Cabling (Electrical and PLC Panels located within buildings rated as Safe Areas in terms of Hazardous Area Classifications SANS 10108: 2017)
Non-Flameproof rated, non-compression gland, IP68 rated, complete with UV resistant (black) shroud where required.

All glands will be waterproof and in the case of Hazardous Areas, correctly rated in terms of the Explosion Proof Classification of the equipment housings to which they are installed.

6.4 **Termination**

6.4.1 All cables will be terminated at field instrumentation, electrical equipment, field junction boxes, switchgear panels and control room marshalling cabinets according to manufacturers specifications, instrument hook-up diagrams and control system specifications as provided/approved by Transnet.

6.4.1.1 **Instrument Dekabon Cabling**

- Outer Dekabon armouring shall be stripped back to the entry point into the associated termination/junction box. Protrusion of cable sheath/armouring into termination/junction box (through the compression gland) shall be a minimum of 15mm and a maximum of 50mm.

- Cable pair inner aluminium foil shall be stripped back to the point at which the individual cores leave the PVC Trunking to be terminated onto the respective terminal rails. Ends of the inner foil shall be neatly taped/heat shrunk so as to prevent unravelling.

- Individual cable ends shall be sealed with the use of heat shrink tubing applied over the cable sheath/armouring at the point of entry into the termination/junction box/panel, in order to protect the cable and prevent the ingress of moisture.

- Both cable overall (drain wire) and individual screens shall be insulated with the use of appropriately sized green coloured sleeving, to prevent inadvertent contact with metallic surfaces.

- All individual cable cores (including spares) will be left long enough to accommodate 200mm slack, i.e. taking into account the routing via the trunking.

- Excess lengths of individual cable cores will be neatly folded and tied within the trunking provided. All spare cores shall be terminated into terminals so provided.

- Termination of individual cable cores in the termination strips will be such that all Control System related cabling will be terminated to one side of termination strips, whilst all field instrumentation/equipment cabling will be connected to the other side of termination strips.

In the case of Field Junction Boxes with dual terminal strips, multi-core cabling will be glanded in the centre of the gland plate and terminated into terminal rails provided, running from the centre PVC Trunking outwards. Individual Instrument cables will then be terminated into the terminal rails provided, running from the outermost PVC Trunking inwards.

In the case of Field Junction Boxes with single terminal strips, multi-core cabling will be glanded on the right side of the gland plate and terminated into terminal rails provided, running from the right hand side of the panel inwards. Individual Instrument cables will then

be terminated into the terminal rails provided, running from the left hand side of the panel inwards.

- All cables connected to individual instruments/equipment will be provided with a single loop of minimum diameter of 150mm. All loops will be neatly strapped.

- All cores (including spares) will be terminated into allocated termination strips/rails in the respective Instrumentation, Termination and Field Junction Boxes

6.4.1.2 **Instrument PVC SWA Multi-core Cabling**

- Cable SWA armouring shall be stripped back to the entry point into the associated marshalling cabinet/junction box and shall be glanded in such a manner so as to ensure electrical continuity with the gland. When terminated in hazardous areas, cable armouring shall be bonded to the panel equi-potential bonding system via means of earthing rings provided as an integral part of the gland. Contact between the gland and the gland plate shall not be considered as sufficient for bonding purposes.

- Protrusion of cable inner PVC sheaths into the marshalling cabinet will be a minimum of 25mm and a maximum of 50mm.

- Cable inner aluminium foil shall be stripped back to the point at which the individual cores leave the PVC Trunking to be terminated onto the respective terminal rails. Ends of the inner foil shall be neatly taped/heat shrunk so as to prevent unravelling.

- Cable ends shall be sealed with the use of heat shrink tubing applied over the cable inner sheath at the point of entry into the termination/junction box/panel, in order to protect the cable and prevent the ingress of moisture.

- Both cable overall and individual screens shall be insulated with the use of appropriately sized green coloured sleeving, to prevent inadvertent contact.

- All individual cable cores (including spares) will be left long enough to accommodate 200mm slack, i.e. taking into account the routing via the trunking.

- Excess lengths of individual cable cores will be neatly folded and tied within the trunking provided. All spare cores shall be terminated into terminals so provided.

- Termination of individual cable cores in the termination strips will be such that all Control System related cabling will be terminated to one side of termination strips, whilst all field instrumentation/equipment cabling will be connected to the other side of termination strips.

In the case of Field Junction Boxes with dual terminal strips, multi-core cabling will be glanded in the centre of the gland plate and terminated into terminal rails provided, running from the centre PVC Trunking outwards. Individual Instrument cables will then be terminated into the terminal rails provided, running from the outermost PVC Trunking inwards.

In the case of Field Junction Boxes with single terminal strips, multi-core cabling will be glanded on the right side of the gland plate and terminated into terminal rails provided, running from the right hand side of the panel inwards. Individual Instrument cables will then be terminated into the terminal rails provided, running from the left hand side of the panel inwards.

- All cores (including spares) will be terminated into allocated termination strips/rails in the respective Instrumentation, Termination and Field Junction Boxes

6.4.1.3 **Electrical Power and Control Cabling (Low Voltage)**

- Cable SWA armouring shall be stripped back to the entry point into the associated equipment housing/termination box/panel and shall be glanded in such a manner so as to ensure electrical continuity with the gland. When terminated in hazardous areas, cable armouring shall be bonded to the panel equi-potential bonding system via means of earthing rings provided as an integral part of the gland. Contact between the gland and the gland plate shall not be considered as sufficient for bonding purposes.

- (Option 1) Cable inner PVC sheath shall be cut back at the point of entry into the equipment housing/termination box/panel, protrusion of the inner sheath into the associated switchgear cabinet/equipment housings shall be a minimum of 25mm and a maximum of 50mm. Heat shrink tubing shall be applied at the point of entry into the equipment housing/termination box/panel, in order to protect the cable and prevent the ingress of moisture.

  (Option 2) Where cables are glanded into panels, cable inner PVC sheaths may be taken directly into trunking/marshalling arrangements, with the inner PVC sheaths cut back at point of termination. Note that in this instance, heat shrink need not be applied at the point of entry into the cabinet.

- All individual cable cores (including spares) will be left long enough to accommodate 200mm slack, i.e. taking into account the routing via the trunking.

- Excess lengths of individual cable cores will be neatly folded and tied within the trunking provided.

- Termination of individual cable cores in the termination strips will be such that all Starter related cabling will be terminated to one side of termination strips, whilst all field cabling will be connected to the other side of termination strips.

- All cables connected to individual instruments/equipment will be provided with a single loop of minimum diameter of 150mm. All loops will be neatly strapped.

6.5 Cable Core Lugging

All individual cable cores will be neatly terminated. Appropriately sized lugs will be attached to all core ends, using the appropriate crimping tool (not side cutters or ordinary pliers). The colouring of crimps will match the size of the associated cable core. All cable lugs utilised shall comply with the following specification, unless otherwise specified in the Scope of Work attached to an Order:

- Instrument Cables - bootlace ferrules
- Electrical Power Cables -spade lugs for compression terminals, ring lugs for screw terminals (pin lugs are not acceptable)
- Electrical Control Cables - spade lugs for compression terminals, ring lugs for screw terminals (pin lugs are not acceptable)

6.6 Cable Screening – Instrument Cabling

6.6.1 Individual Screens

6.6.1.1 All Individual Instrument Cable Pair Screens shall be terminated into terminals provided within the Instrument Termination Boxes as well as the Field Junction Boxes, and shall be grounded to a common insulated earth rail to be provided in each of the Control System Marshalling Cabinets, alongside the Termination Rails provided. Individual Screens shall be terminated in such a manner so as to be continuous from the Instrument/Instrument Termination Box to the Control System Marshalling Cabinets i.e. individual instrument cables as well as multi-pair cables.

6.6.1.2 Individual screen terminals shall be insulated in the Termination Boxes and Field Junction Boxes provided, thus ensuring that the individual cable pair screens are not grounded at

instrument/equipment ends, i.e. to prevent common mode noise. Where Instrument Cables terminate directly into Instrument housings, individual screens shall be cut back and insulated within the Instrument housing using heat shrink sleeving, to prevent inadvertent contact with any conducting surfaces.

9.6.1.3 All individual screen earth rails in the Control System Marshalling Cabinets will be connected to the existing panel Instrument Earth bar via means of a 25mm insulated earth cable, which shall in turn be connected at two points via means of PVC Cu 70mm^2 insulated earth cables (Yellow/Green in colour), to the Instrument Earth bar located within the control room.

6.6.2 **Overall Screens**

6.6.2.1 All Instrument Cable Overall Screens/Drain wires shall be terminated to insulated earth bars provided within the Field Junction Boxes, and shall be earthed to a common electrical earth bar to be provided in each of the Control System Marshalling Cabinets. Overall Screens /Drain Wires shall be cut back and insulated within the Instrument Termination Boxes and Instrument housings (where applicable) to prevent inadvertent contact with the Termination Box housing, utilising heat shrink sleeving. Overall Screens shall be terminated in such a manner so as to be continuous from the Instrument Junction Box to the Control System Marshalling Cabinets.

6.6.2.2 The electrical earth bar shall be earthed to the Cabinet Frame, and connected at two points via means of PVC Cu 70mm^2 insulated earth cables (Yellow/Green in colour), to the Electrical Earth bar located within the control room.

6.7 **Cable Screening – Electrical Cabling (Power & Control)**

6.7.1 All electrical cable screens/drain wires (where applicable) will be grounded to a common electrical earth bar to be provided in each of the Control System Marshalling Cabinets/Switchgear Cubicles. The electrical earth bar shall be earthed to the Cabinet Frame, and connected at two points via means of PVC Cu 70mm^2 insulated earth cables (Yellow/Green in colour), to the Electrical Earth bar located within the control and switchgear rooms.

7 ADDITIONAL REQUIREMENTS FOR EX IA/IB INSTALLATIONS

7.1 All I.S. (Ex ia/ib Intrinsically Safe) Installations shall be in strict compliance with IEC 79-14 Electrical Installations in Hazardous Areas, and in particular Chp 12 "Additional Requirements for type protection Intrinsic Safety", inclusive of the under mentioned items.

7.2 **Clause 12.2.**

In installations with Zone 1 and 2 classifications, IS apparatus and the intrinsically safe parts of associated apparatus shall comply with at least category "ib". Note that Transnet has standardised on category "ia" protection, and permission will need to be sought in writing for relaxation to "ib".

7.3 **Cables – General**

Where multi stranded cables are used in a hazardous area, the ends of the conductor shall be protected against separation of individual strands, by means of cable lugs.

Where cable screens are required, these shall be connected to earth at one point only, normally in the non-hazardous area. (Refer to Section 9.6 and 9.7 of this specification).

Cable armouring shall normally be bonded to the equi-potential bonding system via the cable entry devices (glands), at the end of each cable run. Where interposing Junction Boxes exist or other apparatus, the armouring shall be similarly bonded to the equi-potential bonding system at these points. In this regard and where earthing rings are provided as an integral part of the gland, use of these is recommended in serving this function. Contact between the gland and the gland plate shall not be considered as sufficient for bonding purposes.

Conductors of intrinsically safe circuits and non-intrinsically safe circuits shall not be carried in the same cable.

Conductors of intrinsically safe circuits and non-intrinsically safe circuits in the same bundle or duct shall be separated by an intermediate layer of insulated material or by an earthed metal partition. No segregation is required if metal sheaths or screens are used for intrinsically safe or non-intrinsically safe circuits. Note that Transnet has standardised on physical separation regardless of whether the cabling is screened or not, and permission will need to be sought in writing for relaxation.

7.4 Cables – Marking

Un-armoured Cables containing intrinsically safe circuits shall be marked. If outer sheaths are marked by colour, the colour used shall be light blue. Note that whilst armoured cabling is not required to be marked in terms of IEC79-14, Transnet has standardised on the principle of marking all cable outer sheaths carrying intrinsically safe circuits by colour (light blue), whether armoured or not, and that this will need to be complied with in all instances.

7.5 Cable Insulation Tests

All cables carrying intrinsically safe circuits shall be proven to be capable of withstanding an RMS AC test voltage of twice the normal voltage of the intrinsically safe circuit with a minimum of 500 V between the armouring and screens joined together and the individual conductors. Tests shall be conducted in accordance with manufacturer's specifications. Where no such method is available, tests shall be carried out as follows:

- Voltage shall be an ac voltage of sinusoidal waveform at a frequency of between 48 and 62 Hertz
- Voltage shall be derived from a transformer of at least 500 VA output
- Voltage shall be increased steadily to the specified value in a period of not less than 10 seconds and maintained for a period of not less than 60 seconds.

7.6 Cable Termination

All terminals shall be reliably separated from non-intrinsically safe circuits (for example by a separating panel or gap of at least 50mm). Terminals of intrinsically safe circuits shall be marked as such. Transnet has standardised on marking by colour - the specified colour being light blue. All terminals, plugs and sockets shall satisfy the requirements of IEC79-11: Sections 6.3.1 and 6.3.2 respectively (6mm creepage and clearance rules 4mm to earth).

7.7 Zone 1 Installations - Surge Protection

All equipment installed in Zone 0 areas and exposed to hazardous potential differences (e.g. lightning surges), shall have a surge protection device installed between each non-earth bonded conductor/core and the local earthed structure as near as is practically possible. The surge protection device shall be capable of diverting a minimum peak discharge current of 10kA (8/20 microsecond impulse according to IEC60-1, 10 operations). The bonding connection between the protection device and the structure shall have a minimum cross sectional area equivalent to 4 mm^2 copper.

Note that Transnet has extended these requirements to include all analogue transmitters installed in the field, whether in hazardous areas or not, and will need to be complied with in all instances.

8. CABLE JOINTS

8.1 MEDIUM VOLTAGE CABLE JOINTS

8.1.1 The contractor shall give the Engineer advance notice of his intention to do jointing of

medium voltage cables to enable arrangements to be made for measuring and inspection.

8.1.2 The complete cable installation, including all joints shall be fully insulated from earth throughout.

8.2 LOW VOLTAGE CABLE JOINTS

8.2.1 The low voltage cable through joints shall be of the epoxy resin filled type. The low voltage joints shall be constructed according to manufacturer's instructions.

9. CABLE ROUTES

9.1 All low voltage cables and associated earth continuity conductors shall be installed as shown in layout drawings.

10. SURVEY OF ROUTE

10.1 The drawings showing the proposed cable route listed in the "Schedule of Drawings" shall not be taken to show the precise final cable route. The Contractor shall within 30 days after being awarded the Contract carry out a final route survey, which shall include digging test holes, and using the routes shown on the drawings as a general guide, to determine a suitable route.

10.2 The Contractor shall submit details of the cable routes selected in final survey to the Engineer for approval. No excavation of any section of the cable route shall commence until the Engineer has authorised the commencement of work on the section concerned.

10.2.1 After completion of all cable laying and jointing and before commissioning of any cable the Contractor shall carry out a final "as laid" survey of the cable routes and hand to the Engineer cable route plans. The cable route plans shall include the following information:

(i) Overall length of each cable.

(ii) Centre to centre distances between all joints and between final joints and terminations of each cable including auxiliary cables.

(iii) Accurate indications of the position of each cable joint and cable marker preferably by triangulation, i.e. indicating two distances to each joint or marker from structures not likely to be moved such as permanent buildings, bridge piers, etc.

(iv) Tables showing all information regarding each high-voltage cable necessary for cable fault location by the reflected pulse method.

(v) Soil thermal resistivity and temperature values as determined on final survey shown on the plans at the positions where they were determined.

11. EXCAVATIONS

11.1 Excavations shall be carried out in strict compliance with the specification for works on, over, under or adjacent to a railway line No. E.7 (July 1998) (Part 1) that forms part of the tender documents.

11.2 The procedure and the order of doing the work shall be subject to the approval of the Engineer.

11.3 The Contractor shall, before trenching commences, familiarise himself with the route and conditions on site. The Contractor shall be advised of any known buried services such as cables, pipes, etc., in the vicinity of the cable route. However, the Contractor shall at all times exercise care to ensure that any uncharted services are not damaged.

11.4 Power driven mechanical excavators may be used for trenching operations provided that they are not used in close proximity to other cables, water mains, or any other plant liable to be damaged by the use of such plant. Their use along sections of the route shall in each case be subject to approval of the Engineer.

11.5 Trenches shall be as straight as possible and each trench shall be excavated to the dimensions indicated in this specification. The Contractor shall provide shuttering for use in places where danger exists should the sides of the trench collapse. The strength of such shuttering must be adequate especially where railway tracks in proximity are concerned and the shuttering must be braced across the trench. Provision of shuttering will be paid for per metre length of shuttered trench.

11.6 The bottom of each cable trench shall be as firm as conditions permit and be of smooth contour.

11.7 In sections where the soil or water level conditions indicate that the cable trench will endanger rail tracks or any nearby structures, the Contractor must restrict the length of continuous open trench to a distance to be indicated by the Engineer.

11.8 The Contractor shall take all reasonable steps to ascertain if the cables will be liable to be subjected to chemical or other damage or electrolysis action and shall submit his recommendations for approval, of any precautionary measures to be taken, in such instances.

11.9 The material excavated from each trench shall be placed adjacent to the trench in such a manner as to prevent nuisance or damage to adjacent ditches, railway lines, drains, gateways and other properties and shall be stacked so as to avoid undue interference with traffic. Where, owing to certain considerations, this is not permissible, the excavated materials shall be removed from the site and be returned for refilling the trench on completion of laying.

11.10 Surplus material shall be disposed of by the Contractor at his cost. Where the possibility exists that railway line ballast may be fouled by excavated material or material brought on site, the Contractor shall take precautions as directed by the Engineer.

11.11 The Contractor shall not trench beneath any railway line without departmental supervision. Should the contractor wish to carry out such work the Engineer must be advised not less than 14 working days before hand to arrange for the necessary supervision. The cost of such supervision shall not be charged to the Contractor.

11.12 Prior to laying the cable, the trench shall be inspected thoroughly by the Engineer or his authorised representative to ensure that it is free from all objects likely to damage the cable either during or after cable laying operations. Cable laying shall not proceed unless the Engineer or his authorised representative is satisfied with the condition of the trench.

11.13 When trenching, the Contractor shall take all precautions necessary to prevent damage to any other cables, water mains, roads, pavements, drainage systems, building or any structure etc. Should any of the above be damaged by the Contractor's staff, it shall be reported immediately to the Engineer, who shall arrange for the necessary repairs. The Contractor is responsible for the cost of repairs.

11.14 Should it be necessary for any reason to remove accumulated water or other liquid from the trench, this shall be done by the Contractor at his expense and should be taken into account at the time of tendering. The Contractor is to provide all pumps and appliances required to carry out this operation. Water or any other liquid removed shall be disposed of without creating any nuisance or hazard.

14.15 Trenching procedure shall be programmed in advance with the Engineer and the programme approved by the Engineer shall not be departed from save with his consent.

11.16 Programming of trenching shall be on the basis of the Contractor giving the Engineer an assurance that any length of trench opened on a particular day will be back-filled and compacted to an adequately firm surface on the same day where possible. If it is anticipated that trenching will remain open for longer periods, the Contractor shall first obtain the approval of the Engineer. No new sections of trenching shall commence if previously uncompleted sections still exist. Under no circumstances may sections greater than 300 metres be opened.

Where such approval is given, the onus shall be on the Contractor to safeguard the works to the satisfaction of the Engineer during the extended period such trenches remain open. Where cables have already been laid, but not covered, steps shall be taken by the Contractor to protect cables and the personnel around.

11.17 The near side of any cable trench shall preferably not be less than 2500mm from any adjacent railway line. Approval from the Engineer will be required if the above clearances cannot be achieved. The conditions of clause 13.1 shall apply.

11.18 The removal of obstructions along the cable routes shall be subject to the approval of the Engineer and shall be paid for at pre-agreed rates.

11.19 The area traversed by the cable routes has been used for many years. It is inevitable that there will be uncharted services. On encountering any such service the Contractor shall promptly advise the Engineer who shall direct what action shall be taken.

11.20 Transnet Group Capital reserves the right to alter any cable route or portion thereof in advance of cable laying. Payment in respect of any additional or wasted work involved shall be at scheduled rates.

11.21 Any existing electrical cables obstructing the cable routes shall be removed or deviated as appropriate by the Contractor. The work shall be paid for at scheduled rates.

11.22 The bottom of the trench shall be filled with 200mm of suitable soil sifted through a 6mm mesh and levelled off. Only soil with a satisfactory thermal resistivity may be used for this purpose and ash which occurs on the route shall not be used. Where no suitable soil is available in proximity, imported fill shall be arranged. The manufacturer's assurance is required that the current rating of cables is not reduced by the ground conditions.

12.0 TRENCH/EXCAVATION SPECIFICATION

Separate Trenches shall be supplied to cater for the following cable types:

12.1 ELECTRICAL HV/MV TRENCHES

Trench Dimensions	:	1200 mm deep by 500 mm wide (two cables), add300m width for additional cables
River Sand Bedding	: :	PVC Piping – 75 mm above pipe, 50mm under pipe Direct Burial – 100 mm
Identification	:	PVC or Concrete Interlocking Tiles at a depth of 350mm
Cable Markers	:	Concrete with engraved anodised aluminium ID plates Cable Marker Colour – Brilliant Green
Cabling	:	Medium and High Voltage Power Cabling > 400 VAC
Separation	:	400 mm (LV cabling), 800mm (Instrument cabling)

12.2 **ELECTRICAL LV TRENCHES**

Trench Dimensions	:	800 mm deep by 300 mm wide
River Sand Bedding	:	PVC Piping – 75 mm above pipe, 50mm under pipe
		Direct Burial – 100 mm
Identification	:	Polythene Marker Tape (150mm wide, yellow and Marked with the words ''Electric Cable'' at a depth of 350mm
Cable Markers	:	Concrete with engraved anodised aluminium ID plates. Cable Marker Colour – Black
Cabling	:	Low Voltage Power Cabling 400 VAC/230 VAC (e.g. Actuators, Aux Motors, DB circuits)
	:	Control Cabling (E.g. MV Breaker Inter-tripping cables, Actuator control signals, Aux Motor local stop/start panels etc.)
Separation	:	400 mm (HV/MV cabling), 800mm (Instrument cabling)

12.3 **INSTRUMENT TRENCHES**

Trench Dimensions	:	500 mm deep by 300 mm wide
River Sand Bedding	:	PVC Piping – 75 mm above pipe, 50mm under pipe
	:	Direct Burial – 100 mm
Identification	:	PVC Tiles / Polythene Marker Tape (150mm wide, yellow ‹ed with the words ''Electric Cable'' at a depth of 350mm
Cable Markers	:	Concrete with engraved anodised aluminium ID plates Cable Marker Colour – Light Blue
Cabling	:	Instrument Multi-core & Single Pair Cabling (IS and non IS)
Separation	:	800mm (HV/MV/LV Electrical cabling)

13. CABLE LAYING

13.1 CABLES BURIED UNDERGROUND.

13.1.1 HV, MV, LV AND Instrument cables shall be spaced as indicated in Table 1 below. Pilot cables shall be laid beside the associated power cable. Cables crossing beneath railway tracks, roads, etc., shall be enclosed in 150mm diameter uPVC pipes. Where more than one length of pipe is required for a crossing, uPVC couplings with PVC glue, shall be used

to prevent water from penetrating the joint. Cable pipes must maintain or exceed the specified cable spacing.

Table 1

CABLE	MINIMUM SPACING BETWEEN CABLES
MV TO MV	300mm
MV TO LV	400mm
LV TO LV	300mm
MV TO instrumentation	800mm
LV TO instrumentation	800mm

13.1.2 All pipes laid beneath the railway lines, roads, pavements shall be laid with their tops not less than 900mm below the formation level, and shall where possible extend at least 2000mm on either side of the centre of the outer most line. Where there is more than one line crossed and in the case of roads and pavements at least 900mm on either side of the road and 1 or pavement. All pipes shall be graded for water drainage the required grade is 75mm in 30m.

13.1.3 All Low voltage cables shall be laid at a depth of 750mm. All cable depth measurements shall be made to the top of the cable when laid direct in the ground, otherwise to the top of the duct concerned.

13.1.4 Except where ducts, tunnels or pipes are provided and unless instructed to the contrary by the Engineer, the Contractor shall lay the cables direct in the ground.

13.15 Rollers may be used during the laying of cables, but they shall have no sharp projecting parts liable to damage the cables. They shall be carefully placed in the trench or duct in such a manner that they will not readily capsize during cable laying operations.

13.1.6 The Contractor shall ensure that all cable is laid in the same direction. No crossing of conductors inside through joints or end boxes will be permitted.

13.1.7 Where cables have to be drawn around corners, skid plates shall be used for this purpose and these plates shall be well lubricated. The skid plates shall be securely fixed between rollers and shall be constantly examined during the cable laying operations.

13.1.8 Cable shall be visually inspected for damage during and after laying.

13.1.9 Cable pulling and laying shall preferably be done manually whenever possible. Mechanical means such as winches and the like may only be used subject to the Approval of the Engineer. No cable shall be subjected to a tension exceeding that stipulated by the cable manufacturer.

13.1.10 In the event of mechanical means of cable pulling being approved, the Contractor shall establish means of communication between the operator of the winch or other pulling device and the persons tending the drum from which the cable is being run off, to the satisfaction of the Engineer.

13.1.11 The contractor shall be wholly responsible for making his own arrangements for transporting all materials to and from and on the working sites.

13.1.12 At locations where cables run under concrete bridges, the cables shall be supported on suitable brackets secured on the side of concrete wall. These brackets shall be spaced a maximum of 500mm apart. Brackets and fixing material shall be of robust design and shall meet with Engineer's approval. Drawing of proposed bracket shall accompany tender.

Brackets shall be galvanised in accordance with SANS 121:1999, and thereafter painted to the satisfaction of the Engineer.

14.0 CABLES LAID IN DUCTS, CABLE TRAYS AND LADDERS

14.1.1 Cables installed in ducts shall be supported by cable ladder installed along the walls of the ducts or installed on the duct floor. If the cable ladder is installed on the duct floor, it shall be supported at + /- 50mm from the duct floor.

14.1.2 Cables installed in perforated cable trays and cable ladder shall be secured by means of heavy duty cable ties, cable clamps, etc.

14.1.3 Where medium and low voltage cables share the same wire-ways a reasonable space shall be left between the medium voltage and low voltage cables.

15.0 CABLE SLEEVING

15.1 All areas subject to vehicle traffic, rail crossings and paved areas shall be sleeved.

15.2 Sleeves shall be designed and installed so as to ensure 25 % spare capacity.

15.3 Sleeve Specifications

Material	:	PVC or PHD Polyethylene
Dimensions	:	100 mm OD min
Standards	:	DIN EN 61386-24: 1994 , BS EN50086-2-4:1994

16.0 DRAW BOXES

16.1 Where cable sleeves are utilised and to facilitate the hauling of cables, brick draw boxes shall be provided at all trench junctions, complete with concrete slab, as detailed below:

Draw box Dimensions (min)	:	Internal 450 mm square, 3 courses of stock brick deep.
Base & Top	:	Concrete 50mm thick

17. COVERING, BACKFILLING AND REINSTATEMENT

17.1 Filling in of trenches shall not be commenced until the Engineer or his authorised representative has inspected and approved the cables in situ in the section of trench concerned. Such inspection shall not be unreasonably delayed.

17.2 Where in the opinion of the Engineer, the soil on site is unsuitable for riddling or backfilling, the Contractor shall arrange for the importation of approved material. A 75mm thick layer of soil sifted through a 6mm mesh shall be laid above the high-tension cables and consolidated by hand ramming only. The conditions of clause 13.20 apply in this case also.

17.3 All excavations made (whether for the purpose of cable laying, joint bays or trial holes) shall be back-filled in 150mm layers, the earth in each layer being well rammed and consolidated and sufficient allowance being made for settlement. The back-filling shall be completed to the satisfaction of the Engineer.

15.4 The refilled trench shall be maintained by the Contractor at his expense in a thoroughly safe condition for the duration of the contract. In the case of tarmac surfaces, until such time as this surface has been restored.

17.5 All backfilling of road crossings shall be mechanically rammed by means of approved type of mechanical power driven rammer.

17.6 The replacement of made up surfaces, such as roads, pavements, tarred aprons, verandas, floors, etc., necessitated by trenching or other works shall be arranged by the contractor at his cost. The price thereof shall be included in the tender price.

17.7 Concrete cable protection slabs shall be laid on top of the 75mm layer of soil referred to in clause 15.2 before the trenches are backfilled. Cable protection slabs shall be laid close butted, convex end to concave end, directly above each cable throughout the underground portion except where otherwise protected such as by pipes, etc. Three coloured slabs to drawing PPD-PA-9 shall be provided to give the indication of the route in the case of a change of direction. Only unbroken cable protection slabs, and those actually laid will be paid for.

17.8 When back filling of cable trench has reached a level, after consolidation, approximately 150mm below the normal level of the surface of the surrounding area the Contractor shall lay a continuous plastic cable warning tape directly above each cable for the full length of the cable trench before completing the backfilling.

17.9 Concrete cable markers shall be provided and installed by the Contractor at his cost. The price thereof shall be included in the tender price. Initial cable markers shall be installed as close as possible to cable terminations, thereafter at approximately 60m intervals and at cable joints, also on either side of crossings of oil pipelines and at ends of underground cable pipes.

17.10 Changes of direction and joints in cable runs shall be indicated by installing two markers at such positions in an understandable manner to be finalised on site. The markers shall be coloured orange with oxide mixed into the concrete. Cable markers shall project approximately 25mm above normal ground level except where projecting cable markers could be a hazard to pedestrians such as in shunting yards, walkways, pavements, etc. In such cases the cable markers shall be flush with the surface.

17.11 If more than one cable is laid in one trench, only one row of cable markers shall be placed on the centre line of the trench to define the general route of the cables.

18. CABLE TESTING AND TEST DATA

18.1 All tests on completed cables shall be carried out in the presence of a representative of Transnet Group Capital. Not less than 14 working days notice of the Contractor's intention to carry out such tests shall be given to the Engineer.

18.2 On completion of the jointing and termination of cables, the 11kV cables are to be subjected to the test laid down in paragraph E-1.4 of Appendix E of SANS 1339:2015 and the low voltage type cables to be tested for insulation and loop resistance.

18.3 The anti-electrolysis insulation of each 11kV cable run complete, shall withstand for 1 minute, a test voltage of 10kV D.C., applied from the cable armouring to earth. The bedding shall withstand a test voltage of 4kV D.C. between screen and armouring for 1 minute.

18.4 As a graphite coating is required to be applied to the PVC oversheath (in accordance with British Standard), a D.C. voltage test will be carried out on all cables after installation. The D.C. voltage test can only be carried out on the installed system if the joints are suitably insulated from earth, otherwise the D.C. voltage test should be carried out prior to jointing.

18.5 The contractor shall obtain written confirmation from the manufacture of all cables, joints and terminations -etc. that the test that Transnet Group Capital requires the contractor to carry out in terms of this specification meets with the manufacturers approval. Such confirmation must be obtained prior to any, tests commencing.

18.6 The electrical Contractor shall on completion of the tests submit three copies of all test

Results. The costs of all the tests mentioned above shall be borne by the contractor

18.7 In addition the cable manufacturer shall provide test sheets of each manufactured cable drum length together with the cable drum numbers which shows all the test results.

18.8 Transnet Group Capital reserves the right to carry out any further tests deemed necessary itself, using either the Contractor's instruments and cable, or its own, or both. The costs of such tests shall not be charged to the Contract.

18.9 **Cable Testing – Low Voltage Cables (< 1 kV)**

Each individual core of all cables (including spares) will be checked for continuity and insulation breakdown, in accordance with SABS 150 **(**PVC):

- Insulation Resistance shall be measured with a 1000V Megger and the readings tabulated And certified.
- Similarly, earth continuity resistance shall be measured and recorded.
- All cables will be checked for correct termination.

18.10 **Cable Testing – Medium Voltage Cables (< 22 kV)**

Each section of laid and jointed cable shall be tested, in accordance with SANS 97 (PILC/SWA):

- Insulation Resistance shall be measured with a 1000V Megger, followed by the relevant
  Pressure test .Readings shall be tabulated and certified.
- AC test voltage must be applied to each phase in turn for one minute, or alternatively the DC test voltage for fifteen minutes .Leakage current shall be measured and recorded for Each test.
- All cables will be checked for correct termination.

19. MEASUREMENTS OF CABLES

19.1 All measurements for payment purposes shall be made jointly by representatives of the Contractor and Transnet Group Capital and shall be agreed and approved by both parties.

19.2 Measurements of cable length shall be made from centre to centre of cable joints and to the cable ends and will exclude any wastage due to jointing and terminating.

19.3 Measurements of trench width and depth shall be made to the nearest 50mm and shall not take into account subsidence or unnecessarily large excavations. No allowance shall be made where trenches have to be widened at the bottom to accommodate cables, cable Joints and protection slabs.

SPECIFICATION FOR EARTHING AND THE PROTECTION OF BUILDINGS AND STRUCTURES AGAINST LIGHTNING.

REVISIONS		
REV	DATE	APPROVED
01	MARCH 2017	S.Sewdayal

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ANNEXURE 1: Statement of Compliance

1.0 SCOPE

1.1 This specification covers Transnet Group Capital requirements with respect to the protection of buildings and structures against lightning and the requirements for air terminal systems, down conductors and earthing of installation of this specification

1.2 This specification applies to assessing, testing and upgrading of existing lightning protection systems and earthing on existing buildings and structures.

2.0 STANDARDS, SPECIFICATIONS AND CODES OF PRACTICE

2.1 The following publications (latest editions and amendments) are referred to herein.

South African National Standards and International Electro-technical Commission Standards

2.2 In designing the lightning protection system (LPS), the design process as discussed in SANS 62305-3, section E.4 shall be followed. Furthermore, for the design or upgrade of LPS for the existing structures, the contractor/ designer must evaluate the need for protection and cost effectiveness of implementing the protection measures as per the procedure discussed in SANS 62305-2.

2.3 The requirements of the materials, design, layout, fabrication, assembly, erection, examination, inspection and testing of an earthing system on site shall be in accordance to the relevant sections of codes listed below:-

SANS 10313	-	The protection of structures against lightning.
SANS 10089-1	-	Electrical Code for Petroleum Industries
SANS 10121	-	Cathodic Protection of Buried and Submerged Structures
SANS 10142	-	Code of practice for the wiring of premises
SANS 10123	-	The Control of Undesirable Static Electricity
SANS 10198-12	-	Installation of Earthing System
SANS 10199	-	The design and Installation of an Earth Electrode
SANS 10200	-	Neutral Earthing in Medium Voltage Industrial Power Systems
SANS 10292	-	Earthing of Low Voltage Distribution Systems
SANS 1063	-	Earth Rods and Couplers
SANS IEC 61000-5	-	Electromagnetic Compatibility (EMC) Part 5: Installation and Mitigation Guidelines Section 2: Earthing and Cabling
SANS IEC 61312-1	-	Protection against Lightning Electromagnetic Impulse (LEMP) Part 1: General Principles
SANS IEC 61312-2	-	Protection against Lightning Electromagnetic Impulse (LEMP) Part 2: Shielding of Structures, Bonding inside Structures & Earthing

SANS IEC 61312-4		Protection against Lightning Electromagnetic Impulse (LEMP) Part 4: Protection of Equipment inn Existing Structures
SANS IEC 61024-1	-	Protection of Structures against Lightning Part 1: General Principles
SANS IEC 61024-1-1	-	Protection of Structures against Lightning Section 1: Guide A – Selection of Protection Levels for Lightning Protection Systems
SANS IEC 61024-1-2	-	Protection of Structures against Lightning Part 1-2: Guide A – General Principles Guide B – Design, Installation, Maintenance and Inspection of Lightning Protection Systems
SANS IEC 62305 -1	-	Protection against Lightning Part 1: General Principles
SANS IEC 62305 -2	-	Protection against Lightning Part 2: Risk Management
SANS IEC 62305 -3	-	Protection against Lightning Part 3: Physical Damage to Structures and Life Hazard
SANS IEC 62305 -4	-	Protection against Lightning Part 2: Electrical and Electronic Systems within Structure

OCCUPATIONAL HEALTH AND SAFETY ACT OF 1993 (ACT 85 OF 1993).

2.4 Statutory Requirements

a. The contractor shall ensure that the installation satisfies the requirements of all relevant South African Statutory Regulations.

b. Where applicable, equipment items shall carry the SABS mark to demonstrate compliance with the regulations.

3.0 SERVICE CONDITIONS

3.1 The cable shall be designed and rated for continuous operation under the following conditions :-

3.1.1 Ambient/Environment Conditions :

3.1.1.1	Altitude	:	Sea level.
3.1.1.2	Ambient temperature	:	-5° C to +45° C (daily average +35° C).
3.1.1.3	Relative humidity	:	As high as 96%

.

3.1.1.4 Lightning conditions : Severe, with a maximum lightning ground flash density (Ng) Refer to SANS 10313, Table C.1 for specific Ng values

3.1.1.5 Exposure conditions : Salt laden, industrial atmosphere as well as hazardous gases and dust atmosphere.

3.1.1.6 Electrolytic corrosion conditions prevail in all the areas owing to the proximity of direct current traction system and cathodic protection schemes.

4.0 EQUIPMENT AND MATERIALS

4.1 Equipment and materials to be used, shall be of high quality, and shall comply with all relevant specifications, codes as mentioned in this specification as well as the Occupational Health and Safety Act of 1993(Act 85 of 1993).

4.2 Where equipment and material does not comply with the relevant specifications it shall be submitted to Transnet Project's Engineer for approval.

4.3 All materials used for the lightning protection system shall withstand the electric and electromagnetic effects of lightning current and predictable stresses without being damaged.

4.4 Materials and sizes shall be chosen bearing in mind the possibility of corrosion of either the lightning protection system or the structure to be protected.

4.5 Components of the lightning protection system may be manufactured from the materials listed in SANS 10313, provided they have sufficient electrical conductivity and corrosion resistance

5.0 LIGHTNING PROTECTION REQUIREMENTS

5.1 The contractor shall carry out the installation in accordance with SANS 10313: Code of Practice for the protection of structures against lightning and the requirements of this specification.

5.2 Where the local supply authority requirements differ from those specified herein Transnet Group Capital's Electrical Engineer shall be approached for a decision.

5.3 All equipment and material shall comply with the relevant National or International standard specification. Where equipment does not comply it shall be submitted to the Transnet Group Capital Electrical Engineer for approval.

5.4 The system of protection will be finials/air terminals, down conductors and earth spike or roof conductors, down conductors and earth spike.

5.5 The earth resistance for separate earth electrodes if down conductors are not connected to a ring earth shall be not exceed the following;

Rt = 10 Ohm for category A structures
Rt = 15 Ohm for category B and C structures.

6.0 DESIGN OF LIGHTNING PROTECTION

The designer of lightning protection shall take into consideration the following principles and requirements during the design of the system.

6.1 GENERAL PRINCIPLES

6.1.1 **Basic Principles of Lightning Protection:** the requirements of the basic principles of lightning protection as detailed in SANS 10313 shall be taken into consideration to ensure proper protection of structures against lightning.

6.1.2 **Evaluation of Risk:** The risk of lightning stroke shall be evaluated as described in SANS: IEC 62305-2, and the lightning protection system shall be designed to ensure that the loss or injury to human and loss of service to public is below minimum allowable values specified in SANS: IEC 62305-2.

6.1.3 **Effective height of a structure (He):** The effective height of the highest point shall be determined by considering the average height of building, trees and structures and land profile of the surrounding area.

6.1.4 **Ground flash density (Ng):** The ground flash density (Ng) for general buildings, structures and installations shall be estimated from the average ground flash density given in table C.1 of SANS 10313 as a general guide. For important structures and installations the value of the ground flash density shall be determined on the basis of at least 5 lightning years, or from existing records

6.1.5 **Number of flashes to structure per 100 year (Nt):** The number of flashes to structures per 100 year shall be determined taking into consideration type and the height of the structure as described in SANS 10313.

6.2 HAZARD CATEGORY

6.2.1 Buildings and structures where lightning protection system will be installed shall be categorised prior to the installation. Hazard categories are based on the nature of the building, its content and occupancy.

6.2.2 The Hazard categories are classified for the protection of buildings structures against lightning. This classification is dependent on location of the structure to be protected, the classifications are categorised as below;

Category A: High Hazard

Category A1: Structures and areas containing explosives of Category Z.

Category A2: Structures and areas classified as
a) Division 0 areas in accordance with SANS 10089: Part II, or
b) Class I, Division 0 locations in accordance with SANS 10108-2.

Category A3: Strategic control and communications installations such as airport towers

Category A4: Thatched-roof structures of historic values or that contain irreplaceable works of art or like values.

Category B: Medium Hazard

Category B1: Structures and areas containing explosives of Category X or Y.

Category B2: Structures and areas classified as
a) Division 1 or 2 areas in accordance with SANS 10089, Part II, or
b) Class I, Division 1 or 2 locations, or Class II, Division 1 location in accordance with SANS 10108.

Category B3: All structures not included in Category A and to which the public normally has access or

which are of historic value.

Category B4: Large temporary structures used for exhibitions and entertainment.

Category B5: Thatched roof dwelling houses.

Category B6: Communications towers, water towers and reservoirs.

Category B7: Caravans and Yachts.

Category B8: Buildings and areas used for livestock, fuel or flammable material.

Category C: Low Hazard

Category C1: Small buildings that are infrequently occupied.

Category C2: Dwelling houses other than thatched-roof houses.
Category C3: Farm buildings, other than those included in category B8.

6.3 ZONES PROTECTION AND SHIELDING ANGLES

6.3.1 The zone of protection shall be the area covered by either one of the following types of protection:

a) Single Vertical air terminal
b) Single horizontal air terminals
c) Area between two or more air terminals
d) Area between roof conductors.

6.3.2 The shielding angles Þ and ß are given in SABS 10313, Code of practice for the protection of buildings and structures against lightning.

6.3.3 The zone protection for Shielding Angles on Steep Slopes and High Ridges is not considered effective beyond a horizontal distance from the nearest air terminal of greater than 2He, where He is the effective height of the part of the air terminal above its immediate surroundings.

6.3.4 In roof areas away from the edges of tall structures (generally of He > 50m), shielding angles given in SANS 10313 can be used appropriate to hazard category of the roof area so protected and the effective height He of the air terminal above the roof area.

6.4 SELECTION OF AIR TERMINAL

6.4.1 Mast Protection: An air terminal consisting of one or more masts that cover the structure or area to be protected with the appropriate shielding angle will, with the possible exception of a few weak lightning strokes, successfully intercept lightning strokes.

6.4.2 Air Terminals as Part of the Structure: An air terminal as part of the structure may be one or more of the following:

a) A continuous metal roof.
b) A metal roof structure supporting a metal roof
c) The metal reinforcement in the roof of a reinforced concrete structure with peripheral conductors and finials where necessary.

d) Roof conductors and finials, where necessary, on a non-conducting roof.
e) Finials in chimney, gable ends, parapet walls, etc.

6.4.3 Air Terminal Systems For Category A Hazards: The protection is based on the principle that a primary air terminal system must be provided for the interception of major lightning strokes with, if necessary a secondary air terminal system for the interception of those weak lightning strokes that might penetrate the protection of the primary air terminal system. The secondary air terminal system shall not be intended to carry currents of major lightning strokes.

One of the following lightning protection systems shall be used as detailed in SANS 10313.

- Mast protection used as a primary air terminal
- Metal roof used as primary air terminal system
- Reinforced concrete structure used as primary air terminal system.

6.5 MASTS AND CATENARY CONDUCTORS OVER THE STRUCTURE TO BE PROTECTED

6.5.1 GENERAL

6.5.1.1 A lighting protection system consisting of free standing masts separate from the structure provides the highest degree of protection, subject to the correct positioning of the mast and to the correct choice of shielding angle.

6.5.1.2 The number and height of masts (and, where necessary, the provision of the catenary conductors between the masts) shall be based on cost, aesthetics, shielding angles and mechanical consideration

6.5.2 CLEARENCE FROM STRUCTURES

6.5.2.1 A safe clearance distance shall be kept between the mast and the catenary conductor strung between the masts and the structure to be protected by the mast or the catenary conductor. The clearance distance depends to various factors detailed in SANS 10313.

6.5.2.2 Where a common earth electrode is provided for mast and structures in close proximity, the following clearance distance “d” shall be maintained with a minimum of 100 m.

a) Between the mast and any point of structure: $d \geq 0{,}06.h$ m.
b) Between the catenary conductor and any part of the upper surface of the structure: $d \geq 0{,}1.(L/2)$ m for Category A hazard, and $d \geq 0{,}06.(L/2)$ m for Category B and C hazards.
c) Between a network of conductors and any part of the upper surface of the structure:
$d \geq 0{,}1.(D + (L – D)/N)$ m for Category A hazard, and
$d \geq 0{,}06.(D + (L – D) / n)$ m for Category B and C hazards.

Where L = *length of path measured from the base of one mast along the catenary conductor to the base of the other mast between which the catenary conductor is suspended, m.*
D = *spacing between the mesh of the network measured along the catenary conductor, m*
h = *height of structure, m*
n = *number of cross bonds between two catenary conductors.*

6.5.2.3 Where the earth electrode of a mast is separate from the metal water main, other services or the earth electrode of a structure, the following clearance distance “d” shall be maintained with a minimum of 1.00 m:

a) Between the mast and any point of the structure: d ≥ 0,06.h + 0,1. Rs m.
b) Between a horizontal catenary conductor and any part of the roof of the structure: d ≥ 0,06.)L/2) + 0,1. Rs m.

Where Rs = numerical value of the earth electrode resistance of the mast or, where masts are connected together by a catenary conductor, of the mast thus connected together, measured in ohms.

6.5.2.4 The minimum clearance distance "d" where the structure has no earth electrode and has limited water or electricity supply, shall be maintained within the following minimum clearance distances:

a) d ≥ 1, 00 m between the mast or catenary conductor and any part of the structure.
b) D ≥ 0,1 Rs m between the mast and any water pipe or electric cable, whether buried or above ground unless the mast electrode is bonded to the metal pipe of the underground water main. If Rs is not known, the clearance distance D must be at least 3m.

6.5.3 MAST PROTECTION IN THATCHED ROOFS

6.5.3.1 Thatched roofs shall be protected by one or more free-standing masts only. The zone of protection of the masts must include gable ends, chimneys, antennas, vent pipes and any other metal objects.

6.5.3.2 Telephone wires, overhead services connections to the electricity supply, or other overhead metal wires or pipes, shall not enter the structure through or close to the thatch.

6.5.3.3 On remote chimneys or gable ends close to imaginary surface of the protection zone, install a finial and down conductor well away from the thatch.

6.5.3.4 Metal wires and metal-coated insulating sheets used in the construction of the thatched roof shall be bonded together and to the earthed metal water main or electrode of the structure.

6.5.3.4 Where metals used in the construction of the roof are not bonded and earthed, a minimum clearance distance c of 1m between metals of the roof and water pipes, vent pipes, tanks, gas pipes, antennas, telephone and bell wires, bugler alarms and electrical wiring and conduits shall be maintained.

7.0 INSTALLATION

7.1 AIR TERMINALS ON THE STRUCTURE TO BE PROTECTED.

7.1.1 The purpose of an air terminal on a structure to be protected shall be to intercept lightning strokes at preferential points of an air terminal, thereby:

a) Minimizing penetration of a lightning discharge current which could have followed a random path in the roof structure with possibility of a resultant fire.
b) Preventing the loosening of masonry or the cracking of precast panels or reinforced concrete.

7.1.2 The selection of the air terminal system and the position of down conductors shall be so selected such that at any likely point of incidence of lightning stroke, there are at least two parallel paths for the current to flow to earth.

7.1.3 Parallel routes shall not be necessary in the following cases.

a) An air terminal on a small structure having only one prominent point of incident.
b) Dead-ended conductors, i.e. those conductors of the air terminal for which it is not feasible to provide a connection to a down conductor.

7.1.4 Where a peripheral roof conductor is required for the protection of the outer side edge of a structure, the conductor shall be installed as close to the edge as is practicable (preferable not more than 100mm from the outer edge)

7.1.5 Where buttresses or parapet walls are not already equipped with an air terminal in the form of continuous metal cladding or similar metalwork and peripheral conductors are to be provided at an effective height He of 15 m or more, finials shall be added on all exposed outer corners and at intervals not exceeding 30 m between outer corners. The finials shall be placed as close as possible to the outer edge, and so position the down conductors such that their connection to the peripheral conductor is close to the finial.

7.1.6 Concrete masonry chimneys or gables ends that are not protected with the appropriate shielding angle of another structure shall be protected by means of a finial or metal cap. Where the chimney or gable end is of masonry, a peripheral conductor along the gable or around the chimney shall be used instead.

7.1.7 Where it is not feasible to provide a down conductor at one end of an air terminal or a connection to another part of the lightning protection system, a dead ended conductor shall be used provided it is not longer than 10 m an generally flows a horizontal or downward course from the free end to end connected to the remaining part of the lightning protection system.

7.1.8 Where a dead-ended conductor partly flows an upwards course, the dead-ended conductor shall be not longer than 7.5 m. If the top of the protected part is considerably lower than the ridge conductor to which the dead-ended conductor is connected, a finial shall not be used at the free end, unless it is required for the enhancement of the protection of the surrounding area, in which case an additional down conductor at the free end is recommended.

7.1.9 Metal gutters shall be bonded along the outside perimeter of the roof to the nearest down conductor, or to the metal of the roof, where applicable.

7.2 METAL ROOFS AND NON-METAL ROOFS SUPPORTED BY METAL ROOF STRUCTURES

7.2.1 Structures having roofs covered with electrically continuous metal sheets do not require air terminals, but shall be earthed by down conductors.

7.2.2 Sheet metal separated from each other by insulating strips or by epoxy or plastic coating s, may be regarded as providing continuous metal roof. However where sparking between such roofing is considered undesirable because of magnetic interference, all sheets adjacent to the ridge conductor or peripheral conductor shall be bonded.

7.2.3 A non-metal roof consisting of non-combustible roofing material held by metal fasteners to a roof supporting structure of metal construction may be considered to be a metal if the metal structure is earthed by down conductors, or supported by earthed metal columns, and spacing between roof beams does not exceed 15m for Category B and C hazards.

7.3 REINFORCED CONCRETE STRUCTURES

7.3.1 Reinforced steel shall not be used as parallel paths to enable lightning discharge current to flow safely to general mass of the earth.

7.3.2 Air terminals or finials and where necessary peripheral conductors shall be installed, taking into consideration the likely points of incidence of lightning and the path of the current through internal down conductors.

7.3.3 Where the outer support columns of the structure may be regarded as continuous from roof to basement, the peripheral and air terminal conductors shall be bonded to the internal or external down conductors.

7.3.4 Peripheral conductors and finials shall be used for medium height structures with reinforced concrete. Where the peripheral conductor is on a parapet wall that surrounds a metal roof or the air terminals of other structures, the other air terminal shall be connected to the peripheral conductor, preferably close to a down conductor. The peripheral conductor and other air terminal shall be connected to internal or external down conductor.

7.3.5 If the upper edge of the structure with chimneys and cooling towers and of medium height is not metal clad, horizontal conductors around the upper circumference of the structure, equipped with finials at intervals of not more than 15 m, with a minimum of two shall be installed.

7.3.6 On tall reinforced concrete structures, one of the following shall be installed in order to increase the protective efficiency, depending on the risk and the degree of protection required, height and slenderness of the structure:

a) At intervals of not more than 10 m, install oblique finials along the upper perimeter, pointing upwards and outwards such that the tip of each finial points outwards at an angle of 30° to the vertical through the outer edge of the structure, and is at least 400mm above the structure, each finial being connected to a peripheral conductor.
b) A horizontal conductor that follows the contour of the structure and that is so raised on oblique struts of length at least 500 mm that the conductor is displaced outwards at an angle of 30° to the vertical through the outer edge of the structure.
c) Oblique finials spaced as in (a) above, positioned on a horizontal conductor arranged as in (b) above and in line with the oblique struts, each finial pointing upwards and outwards at an angle of 30 to the vertical through the outer edge of the structure, and of length such that the tip of the finial is at least 800 mm above the outer edge of the structure.

Where the structure is slender, an air terminal as in (b) or (c) above is to be preferred to that in (a)

The air terminal shall be bonded to the internal down conductor at intervals not exceeding 10m , or where the circumference exceeds 60 m, at appropriate intervals not exceeding 30m with a minimum of six bonds.

7.4 FINIALS AND ROOF CONDUCTORS

7.4.1 Roof conductors and finials shall be installed along the ridges of the roof and on other projections, in accordance to SANS10313 – code of practice for the protection of structures against lightning.

7.4.2 Protruding metal objects shall be bonded in a horizontal or in a downwards direction to the nearest roof or down conductor where the distance between the metal object and the conductor is less than 7.5m otherwise provide a separate down conductor. In all cases where the pitch of the roof is less than 30°, metal gutters and roof conductors shall be bonded or eaves conductors shall be provided.

7.4.3 In the case of large roofs of non-conducting material, additional conductors shall be installed across the surface of the roof, perpendicular to the long side of the roof and at extremely equal spaces not exceeding 15m. If the width of the roof exceeds 15m install conductors to form a grid at approximately equal spacing not exceeding 15m in either direction.

7.4.4 Roof conductors, finials and roof conductor grids shall be connected to the closest down conductor.

7.5.5 All roof conductors shall be manufactured from SABS approved single-core bare aluminium conductor with a minimum cross sectional area of 25mm^2.

7.5 DOWN CONDUCTORS

7.5.1 Down conductors shall be installed close to the point of the air terminal that are most likely to be struck by lightning and preferably run them vertically along the most direct route to the earth electrode.

7.5.2 At least two down conductors shall be provided in a building, such that in plan view no point of a structure is more than 15m from the nearest down conductor , except for masts and small structures having only one prominent point of incident, such as rondavels, these need only one down conductor.

7.5.3 Each down conductor shall be supplies with a separate earth electrode. This will reduce the current flow per down conductor, resulting in a lower voltage drop across the down conductor caused by the surge impedance of the conductor.

7.5.4 Down conductors shall not be placed close to doorways or entrances to buildings. Maintain a minimum clearance distance of the order of 1 m from the door and window frames, balustrades and other large metal objects.

7.5.5 Where down conductors deviate from a vertical route due to sharp bends and loops required to carry a conductor over eaves and parapet walls, shall be permitted, provided that all requirements stated in SANS 10313, are met.

7.5.6 Steel columns and internal metal storm water drain-pipes shall be used as down conductors only if they are joined by screwing, bolting or welding.

7.5.7 External metal stair cases, fire escapes or other large frames shall be used as down conductors if they are electrically continuous over their full height. If not electrically continuous they shall be bonded to the lightning protection system at the top or at the bottom of the framework.

7.5.8 In the case of structures of Hazard Category A, Test joints shall be installed in down conductors at convenient heights above finished ground level.

7.5.9 Internal reinforcing steel of vertical concrete column, particularly those on the outer corners can be used as down conductors, provided that the reinforcement is electrically continuous.

7.5.10 Vertically discontinuous reinforcement shall be bonded between the reinforcement of each section to provide a continuous path to ground or an external down conductor shall be installed.

7.5.11 Large external metal frames, balconies and metal cladding on the top floors of tail structures (typically 30 floors or more) that may be exposed to direct lightning strokes must be bonded to the reinforcement of the structure or to a down conductor that is connected to the reinforcement of the roof.

8.0 STATUTORY REQUIREMENTS

8.1 The Contractor shall ensure that the installation satisfies the requirements of all relevant South African Statutory Regulations

8.2 Where applicable, equipment items shall carry the SABS mark to demonstrate compliance with the regulations.

9.0 RESPONSIBILITY FOR WORK

9.1 The tenderer shall be responsible for the complete installation of the lightning protection system including testing, earthing conductors, surge protection devices, spikes etc. as required for various buildings and structures. These installations shall include the review and the upgrading of the existing lightning protection systems. Due considerations shall be taken of the effects of lightning covered herein below in clause 8, in providing the lightning protection system.

9.2 The tenderer shall undertake to repair all faults due to bad workmanship and/or the use of faulty materials and to replace all defective materials within six months after the installation date.

9.3 The tenderer shall rectify all the defects to the satisfaction of Transnet Group Capital that may become apparent during the guarantee period.

9.4 The tenderer may be required to carry out builders work such as cutting of concrete columns and coring of holes for testing of the continuity of the existing steelwork or cabling. Good contact between reinforcing bars should be ensured.

10 APPLICABLE INFORMATION

10.1 **Electrical effect** – The current discharged through the earth electrode resistance produces a resistive volt drop which may raise the potential of the system to a high value relative to true earth.

10.2 **Side-flashing** – The point of strike may be raised to a high potential, and there is a risk of flashover from the protection system to any metal or in the structure.

10.3 **Thermal effect** – The thermal effect of a lightning discharge is confined to the temperature rise of the conductor through which the current passes.

10.4 **Mechanical effect** – When a high current is discharged along parallel conductors in close proximity or along a single conductor with sharp bends, a different mechanical effect is exerted by a lightning flash. This is due to a sudden rise of 30 000K in air temperature and the resulting explosive expansion of the adjacent air in the channel along which the charge is propagated.

11.0 PROTECTION AGAINST CORROSION

11.1 The tenderer shall ensure that atmospheric, chemical and or electrolytic corrosion of copper and other metals is prevented from occurring when used for the lightning protection system.

11.2 The contact surfaces of dissimilar metals shall be kept completely dry and protected against ingress of moisture to prevent the acceleration of electrolytic corrosion.

11.3 Although copper is highly resistant to many types of chemical attack, lead coating shall be recommended wherever subjected to severe corrosion due to presence of sulphur compounds.

11.4 Stainless steel material of similar grading shall not be used unless prior approval is obtained.

12.0 TECHNICAL REQUIREMENTS

12.2.1 General

a) A common integrated station earthing system shall be provided for electronic and electrical systems equipment, static and lightning protection in accordance with the requirements of this document.

b) A soil resistively survey shall be carried out by a specialist earthing consultant/contractor. The consultant/contractor shall prepare a detailed report on the conditions identified and provide the survey data recordings together with proposals, for a basis of the earthing system design.

c) Major electrical equipment such as switchgear, transformers, lighting boards, floodlight towers on poles, control panels etc. and associated metallic support frameworks, shall be connected to the station safety earth via Electrical Earth bars located nearby.

Use of embedded conductors within a power cable (spare core earth) may be utilised as the primary equipotential bonding system provided the following conditions are met: (SANS 10086-1:2001)

The embedded conductor has a cross-sectional area equal to those of the live and neutral conductors.

In addition, a second visual earth connection shall be provided to each item of electrical equipment, to prevent the potential to earth of such equipment rising above spark potential. (SANS 10089-2:2002)

d) The neutrals of generators and transformers shall be connected to the main earth grid either directly or via an earthing resistor, as required. Where neutrals of transformers are connected directly to earth, this shall be done via means of connections to both an individual earth rod located nearby as well as to the station earth mat by means of Electrical Earth bar located within the Switchgear Room.

e) Frames of motors shall be connected to the earthing system in accordance with the following table:

Motors kW Rating	**Minimum Earth Conductor Size**
Up to 30	16 mm^2
37 – 132	50 mm^2
150 – 175	70mm^2

Note:
In order to minimize the number of different sizes of earth conductor, the above three sizes only shall be used throughout, unless specifically stated otherwise.

f) Cables supplying lighting fixtures shall be 3 core for single-phase supplies and 5 core for 3 phase supplies, of which one core shall be used as the earth conductor.

g) Plant Infrastructure such as manifold piping, tanks and metallic support frameworks, shall be connected to the station safety earth, either directly or by means of Electrical earth bars located nearby.

h) Flanged joints in metallic pipelines shall be considered inherently continuous provided the surfaces of one of the bolts are cleaned and identified for earthing. Flanges of metallic pipelines that have insulated linings for purposes other than cathodic protection shall be bonded to ensure electrical continuity.

Pipelines shall only be connected to the earthing system where they enter and leave the battery limits.

i) Storage tanks that are not cathodically protected shall be earthed through at least two separate connections to the tank. Tanks shall be earthed in accordance with the relevant SANS code.

Electrically continuous structural steel columns may be used as down conductors by means of which elevated tanks, vessels, etc. shall be deemed to be connected to the earthing system.

All tank covers, gauge floats and stirrers etc. as well as all pipes entering the tanks shall be earthed.

The steel roof shall be in a direct electrical contact with, or bonded to the tank shell.

Earthed grids, gauges, gratings and the like placed in or across the inlets of tanks are not to be used as a means of static discharge. Individual bonding shall be made to the earthing system.

j) Cable trays and cable racks shall have continuous earth continuity. This shall be ensured by installing 10mm^2 earth straps across the racking fishplates (joints). Cable Trays shall be connected to the earthing system in two places - where they enter and leave the battery limits.

k) Earthing connections to all equipment and process plant shall comprise of welded earth bosses in compliance with SANS 10089 Part II regulation 5.1.4K with properly provided terminations i.e. 10mm diameter earth studs. Anchor bolts shall not be used.

Earth connections to all equipment shall be effectively bolted, using crimped lugs.
All cable connections shall be fitted with a “star” or serrated washer in addition to the back nut, to ensure good earth contact.

l) All earthing connections between the station earth system and respective earth bars/lightning protection systems shall where possible be made above ground, by means of bolts, crimped lugs and PVC taped.

All cable connections shall be fitted with a “star” or serrated washer in addition to the back nut, to ensure good earth contact.

Earth connection points shall be clearly labelled.

In cases where earth connection points are required to be made underground (e.g. to earth rods), inspection wells shall be provided comprising of pre-cast concrete/PVC surrounds complete with covers, to facilitate periodic inspection.

m) Earthing conductors rising through paving or other concrete work shall be run in suitable protective sleeves which shall project above finished level.

n) Earthing and bonding conductors shall be sized and installed in compliance with regulations detailed in the current SAIEE Standard Regulations for the Wiring of Premises and in SANS 10142 1&2 as applicable.

o) Extendable earthing rods shall be manufactured from stainless / copper clad / galvanized steel (dependant on soil acidity and chlorides and existence of cathodic protection systems) 16mm diameter, 1200 mm long sections, and shall have molecular bond between the two metals to prevent moisture ingress. Where it is necessary to join earth rods together, a non-ferrous corrosion resistant coupling device shall be used which shall prevent the ingress of moisture into the joint.

p) Lightning and static earthing protection shall be provided for all tall steel, masonry and concrete structures, towers, vessels, tanks etc, as well as all buildings used to house sensitive electrical/electronic equipment. Lightning protection systems shall be connected both to individual earth rods as well as bonded to the station earth mat. Where possible, the mesh method (as defined in SANS 10313) should be utilised in the protection of buildings against lightning strikes i.e. the use of masts and catenary conductors are to be avoided.

Tall steel structures such as towers or structure columns, provided they are electrical continuous, shall be considered inherently protected against lightning by their connection to the earth.

q) **The resistance of the common earthing system to the general mass of earth shall not exceed 1 Ohm.**

r) Where a separate system is installed for other than electrical equipment in remote locations, e.g. storage tanks; its resistance to the general mass of earth shall not exceed 7 Ohms. (Note: This applies only for Lightning Protection and remote valve chambers that are not connected to the Station Earth).

12.2.2 Station Safety Earth

In cases where a new Station Safety Earth Mat is required to be provided, the following specifications shall apply:

The **Earth Mat** shall consist of a completely buried, lattice network of 40x3mm, bare copper tape. All the crossover points of the lattice shall be braised or cad welded and protected with PVC insulation tape. Buried joints or splices shall not be clamped or bolted. The earth mat shall be buried, 1000mm minimum, below finished grade.

The interconnecting conductors shall be radially interconnected to form a common earthing system, for all electrical equipment, lightning protection and static earthing in accordance with relevant SANS requirements.

If required, additional earth electrodes may be installed to achieve the specified resistance, of the common earthing system to the general mass of earth. Where earth rods are paralleled in a group to reduce the earth resistance to the permissible value, they shall be spaced apart for a distance at least equal to their buried depth length.

12.3 Switchgear Room Building and Equipment

12.3.1 A Main Safety/Electrical Earth Bar comprising of a copper bar, 50mm x 5mm min shall be installed in the basement/false floor of the Switchgear Room. Where possible, this Earth Bar shall be designated as the Primary Test Point for the station earthing system with the following equipment directly connected:

- **Station Earth Mat**. Where possible, a minimum of four separate connections shall be taken into the Switchgear Room via separate routes from the Earth Mat, by means of 40mm x 3mm Cu Earth tape. Connection to the Main Safety Earth bar shall be made in two places by means of 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductor, to facilitate testing of the Earth System.
- **Transformers**. By means of 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductor
- **MV/LV Panels**. By means of dual 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductors
- **Generator**. By means of 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductor
- **Instrument Earth**. By means of dual 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductors
- **Manifold Earth**. By means of dual 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductors

Note that on existing sites, the earth mat has been connected to the station earthing system in multiple places (namely; the Switchgear Room, Control Room and Manifold), and thus designation of a single Primary Test point is not possible. Multiple test points have thus been defined as follows: Switchgear Room, Control Room and Manifold Mainline Pumps 1 & 4 (where possible).

12.3.2 All secondary earthing within the substation shall be attached to this station earth bar at appropriate demarcated points.

12.4 Control Room Building and Equipment

12.4.1 A secondary Safety/Electrical Earth Bar comprising of a copper bar, 50mm x 5mm min shall be installed in the basement/false floor of the Equipment/Control Room in an easily accessible position. Where possible, this Earth Bar shall be directly connected to the Main Safety/Electrical Earth bar located in the Switchgear Room, by means of dual 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductors.

Note that all marshalling and equipment panels shall have an electrical earth bar, separate from an insulated instrument earth bar, installed and to which all electrical equipment earths shall be connected.

12.4.2 An Instrument Earth Bar comprising of a copper bar, 50mm x 5mm min shall be installed in the basement/false floor of the Equipment/Control Room in an easily accessible position. Where possible, this Earth Bar shall be directly connected to the Main Safety Earth bar located in the Switchgear Room, by means of dual 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductors.

Note that all marshalling and equipment panels shall have an insulated instrument earth bar, separate from the electrical earth bar, installed and to which all clean/instrument earths shall be connected.

12.4.3 Instrument and Electrical Earth systems shall be clearly labelled.

12.5 Manifold Area and Equipment

12.5.1 All manifolds shall have an insulated manifold earthing system installed, comprising of the following specifications:

- 40mm x 3mm min flat copper tape, to run the entire length of the main electrical racking reticulation and supported off of insulators at distances of no more than 2m apart. Use of existing electrical racking reticulation supports shall be permitted. All joints will require to be braised. Earthing reticulation shall be installed in such a manner so as to be unobtrusive and yet accessible and shall be positioned so as to avoid obstruction to walkways and access routes.
- The Manifold Earth bar shall be connected to the main safety/electrical earth located in the Switchgear Room, by means of dual 70mm^2, 600-volt class, green coloured, PVC insulated, stranded copper conductors.

  Note that on existing sites, the earth mat has been connected to the earthing system in multiple places (namely; the Switchgear Room, Control Room and Manifold), and thus designation of a single Primary Test point is not possible. Secondary test points have thus been defined where possible as follows: Switchgear Room, Control Room and Manifold Mainline Pumps 1 & 4.

12.4.2 All process plant and equipment located within the manifold area shall be attached to this manifold earth bar at appropriate demarcated points, via appropriately sized insulated PVC copper cable (green/yellow colored insulation), as follows:

- All electrical equipment shall be earthed via two separate earths, namely via the power cable earth core back to the respective Starter Panel electrical earth bar, and secondly via a separate visual earth from the motor frame to the manifold earth bar. Use of cable armouring as an earth conductor is not acceptable.

- All instrument stands and field junction boxes shall be separately earthed via means of an insulated 16mm2 min PVC copper cabling.

- All process vessels (tanks, vessels and piping) and racking reticulation shall be earthed via insulated 70mm2 min PVC copper cabling in two separate places.

All earth conductors utilized shall comprise of stranded, PVC insulated copper conductors with crimped cable lugs. All connections shall be fitted with a “star” or serrated washer in addition to the back nut, to ensure good earth contact.

12.6 Earth System Identification Standards

12.6.1 Earth Bar Labels

Earth bars shall be clearly labelled according to their functionality (e.g. “EB xx” to denote an electrical earth bar, “IB xx” to denote an instrument earth bar, where xx denotes a unique consecutive number). The Functional Identifier “EB 00” shall always denote the Station Earth Mat.

In addition, earth bars designated as Test Points shall be labelled accordingly.

Labels shall comprise of equal or similar approved to Traffolyte engraved type, and fixed by means of stainless steel screws. Finish shall comprise of black letters against a white background, with text 40mm height.

Labels shall be readable/visible after the wiring has been done.

12.6.2 Earth cable Identification

Earth cables may be divided into two types, namely primary earth cabling running from subsystem earth bars directly or indirectly to the main station earth (and used for testing purposes), and secondary earth cabling running between the subsystem earth bars and equipment or infrastructure.

Only Primary earth cabling (i.e. those used for testing purposes) is required to be identified, by means of a Functional Identifier denoting both source and destination earth bars.

Identification numbers will comprise of the following specification:

- Equal or similar approved to Grafoplast Targa Metal TGT System (Carrier Rail 58mm in length) 316 Stainless Steel Markers, with punched text 6 mm height minimum, fastened onto the cable at both ends via means of Stainless Steel cable ties

Examples:

EB01 – EB00 Cable Identifier for Earth cable running between Electrical Earth bar EB01 and the Station Earth Mat

IB01 – EB00 Cable Identifier for Earth cable running between Instrument Earth bar IB01 and the Station Earth Mat

12.7 Testing

12.7.1 Earth Resistivity and Electrode Testing

It will be the Contractors responsibility to carry out all necessary earth resistivity tests on site, where applicable. Tests will be in accordance with the requirements of SANS.10199.

After all earth electrodes/trench earth's have been installed, an earth megger shall be used to test the earth resistance at the earth bar or connection point to the main station earth and the results recorded. Note that all ECC connections, and any other bonding material shall be disconnected from the earth connection point whilst the earth is being tested.

Earth Continuity Testing.

Earth continuity readings shall be measured and recorded from the earth bar to each item of equipment and process plant, and shall include all piping, vessels, transformers, motors, actuators, switchgear cabinets, marshalling enclosures and instrumentation.

12.7.2 The following are the maximum acceptable earth electrode resistances:

Electrical Earth
a) Main substation - 1 ohm

b) Miniature substations and kiosks - 2 ohms
c) Highmasts - 5 ohms.

Instrument Earth
a) Instrument Earth - < 1 ohm

13.0 INSPECTION AND GUARANTEE

13.1 Transnet Group Capital reserves the right to inspect the installation and the equipment to be used.

13.2 All lightning protection systems shall be inspected and certified by an accredited person after completion of the installation, to verify conformance as required by Code of Practice, SANS 10313.

13.3 All components of the lightning protection system shall be inspected to ensure that they are in good condition and are capable of performing their designed functions.

13.4 The tenderer shall ensure that all elements of the electrical installation have been incorporated into the protected space by bonding or extensions to the lightning protection system.

13.5 The mechanical condition of all conductors, bonds, joints and earth electrodes shall be checked and the observations noted. .

13.6 The tenderer shall undertake to repair and replace all faults and faulty materials due to bad workmanship during a period of six months.

13.8 The tenderer shall be required to guarantee the installation for a period of twelve (12) months.

END

SIGNATURE OF TENDERER: ----------

DATE: ----------

TRANSNET GROUP CAPITAL
DESIGN SERVICES

SPECIFICATION FOR THE DESIGN, SUPPLY AND INSTALLATION OF HIGHMAST LIGHTING

REVISIONS		
REV	**DATE**	**APPROVED**
00	**October 2012**	**S.SEWDAYAL**

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APPENDIX No. 1 – PAINTING SPECIFICATION
APPENDIX No. 2 – STATEMENT OF COMPLIANCE

1.0 SCOPE

1.1 This specification covers Transnet Group Capital's requirements for the design, manufacture and supply of all equipment and materials for and the complete installation and testing on site of high mast lighting.

2.0 REFERENCES

2.1 The following publications and drawing (latest editions and amendments) are referred to herein.

2.1.1 South African Bureau of Standards

SANS 10142	- Code of practice for the wiring of premises.
SANS 1411	- PVC insulated electrical cables and flexible cords.
SANS 475	- Floodlighting luminaires.
SANS 145	- Solid filler wires for gas-shielded metal arc welding of mild steel and medium-high tensile steel.
SANS 156	- Moulded-case circuit breakers.
SABS 767	-Core balance earth leakage protection units.
SANS 10225	- The design and construction of lighting mast
SANS 10162	- Welding of structural Steel
SANS 455	- Covered electrodes for the manual arc welding of carbon and carbon manganese steels
SANS 121	- Hot-dip (galvanized) zinc coatings.

2.1.2 British Standards Institution

BS 4360	- Weldable structural steels.
BS 5135	- Metal-arc welding of carbon and carbon manganese steels.
BS 721	- Worm gearing.

2.1.3 Transnet Ltd.

CME 35	- Specification for steel wire ropes.

Lubricants and petroleum fuels standing and advisory committee Circular No. 1

3.0 APPENDICES

The following appendices form part of this specification :

3.1 Appendix No. 1 – Painting specification.
3.2 Appendix No. 2 – Statement of compliance

4.0 METHOD OF TENDERING

4.1 Tendering shall be in accordance with Tender Form included in the tender documents.

4.2 Tenderers shall submit their main offers in accordance with the requirements of this specification. Deviations from the requirements of this specification, which are of a minor nature and do not depart materially, will be considered at the discretion of Transnet Group Capital. The acceptance of alternative tenders will be considered only if a main tender is submitted as part of the tender document.

4.3 The "Technical Data Sheet" of this specification shall be completed in detail, for each offer. Alternative offers shall be clearly marked "Alternative Offer No. _____".

4.4 All Technical Data Sheets shall be signed by the Tenderer and returned.

4.5 All documents forming part of the Tender shall be firmly bound. No loose documents will be considered.

4.6 Failure to comply with the above requirements may preclude a tender from consideration

4.7 The Tenderer shall submit complete and detailed information concerning their offers. This information shall include descriptions and drawings of the various items of equipment offered, as well as full photometric data issued by the South African Bureau of Standards, for the luminaires they propose using.

4.8 The Tenderer shall allow for the supply, off-load, handling on site, erection, installation and testing of all items of equipment and material necessary for the complete lighting installation. This shall include the termination of the existing supply.

4.9 The total price tendered shall not include for a maintenance cage, power tool and winch.

5.0 SERVICE CONDITIONS

5.1 The lighting may be installed in areas where high humidity, high temperature, high wind, heavy rain, severe hail and high incidence of lightning are encountered and where corrosive conditions including the presence of sulphur dioxide, prevail.

5.1.1 Equipment installed shall be suitable for efficient operation under these conditions.

6.0 ELECTRICITY SUPPLY SYSTEM

6.1 The electricity supply system will be 3 phase, 4 wire, 50 Hz, alternating current with earthed neutral, at a nominal voltage of 400/230 V.

6.2 The voltage may vary within the range of 95% to 105% of the nominal and equipment installed shall be suitable for efficient operation at any voltage within this range.

7.0 STANDARD OF WORK, EQUIPMENT AND MATERIALS

7.1 All work shall be carried out in a neat and orderly manner to the satisfaction of Transnet Group Capital, and all equipment shall be easily accessible for maintenance purposes. Electrical work shall conform to the requirements of SANS 10142-1 and those laid down in this specification.

7.2 Equipment and materials used, shall be of high quality design and manufacture, and shall comply with the relevant specifications and recommendations mentioned in this specification.

7.2.1 Where equipment and material does not comply with the relevant specifications it shall be submitted to Transnet Group Capital's NEC Supervisor for approval.

7.3 Every reasonable precaution and provision shall be incorporated in the design of the equipment for the safety and security of the system and of those concerned with its operation and maintenance.

8.0 OUTLINE OF SCHEME

Nil

9.0 MASTS

9.1 The mast shall be constructed in the form of a tapering enclosed column of polygonal or circular cross-section.

9.2 The design of the mast shall be adequate to resist a wind loading produced by a wind speed of 150km/h, measured at a height of 10 meters above ground level and acting on the projected area of the mast, luminaires and luminaire mounting carriage. The maximum permissible deflection at the top of the mast shall not exceed 2,5% of the height of the mast under wind loading produced by a wind speed of 100km/h. Provision shall be made in the mast design for minimising wind excited oscillation.

9.2.1 Tenderers shall submit with their offer as well as dimensioned drawings of the mast structure including door opening strengthening and base plate connection details, signed by a registered professional structural engineer.

9.3 The masts shall be designed for mounting on a reinforced concrete foundation by means of a base flange secured to a bolt cage into the foundation. The base flange shall be free from laminations and the welded connection to the mast, shall fully develop the strength of the section. Means shall be provided to enable masts to be adjusted from deviations from the vertical.

9.3.1 The space between the top of the concrete foundation and the underside of the base flange shall be filled with a suitable compound after provision of a vermin proof drainage hole. The cable entry pipes shall not be obstructed.

9.4 All steel used in the manufacture of the masts, luminaire mounting carriages, maintenance cages, etc., shall comply with the requirements of SANS 1431 grades 43A or 50.

9.5 Each mast shall be equipped with a suitable head frame accommodating mast top equipment associated with the raising and lowering gear. The head frame shall be designed to effectively seal the top of the mast against the ingress of water.

9.5.1 Problems are being experienced at certain locations with birds nesting in the vicinity of the shaft opening at the top of the mast, resulting in a build up of debris in the base of the mast. Tenderers shall describe with the aid of sketches/drawings, means adopted to avoid this problem in masts offered.

9.6 An opening shall be provided in the side of the mast to give easy access to a power distribution board, cable termination and the raising and lowering operating mechanism. The opening shall be protected by a lockable, close fitting, hinged door, incorporating a vermin proof ventilation opening and shall be effectively sealed against the weather Tenderers shall submit weatherproofing details with their tender documents.

9.6.1 The sides of the base compartment opening under 9.6 above, shall be suitably reinforced with fully welded steel sections to restore the section modulus and prevent buckling.

9.7 Brackets or mounting plates, drilled to template shall be welded into the mast to support the winch and mast electrical equipment.

9.8 An M12 hex head stainless steel screw shall be welded to the main body of the mast in a readily position, directly adjacent to, and level with the underside of the distribution board within the base compartment, for earthing puropses.

9.9 Access shall be provided through the bottom of the mast and foundation for looping the supply cables into and out of the mast. Non-ferrous pipes shall be used for this purpose.

9.10 Welding shall be in accordance with BS 5135, general requirements for the metal-arc welding of mild, or high tensile steel. It shall be carried out by qualified welders to the satisfaction of Transnet Group Capital's Structural Engineer. Site welding will not be allowed without the written approval of the Technical Officer.

10.0 FOUNDATIONS

10.1 The tenderer shall construct mast foundations as detailed in drawings.

11.0 RAISING AND LOWERING SYSTEM

11.1 Each mast shall be provided with a carriage for mounting of the luminaires. The carriage shall be in two halves joined by bolted flanges to permit removal from the erected mast. It shall be possible to raise the luminaire carriage to the top of the mast for normal operation and lower it to the base of the mast for maintenance purposes. This shall be achieved by means of three independent suspension ropes operated from a winch mounted in the base of the mast, the ropes being contained within the mast and passing over pulleys in the head frame to the carriage. The suspension ropes shall be permanently under tension and locking of the luminaire carriage in the raised position by means of a latching device at the top of the mast will not be acceptable.

11.1.1 The design of the carriage shall be such that the structure embodies as far as possible the necessary mountings and housings for individual luminaire, control gear units and terminal boxes. All mountings shall be of rigid construction and fixings for control gear units and terminal boxes shall be such that those units can be readily removed, and are easily accessible for maintenance purposes without adjustment of floodlight aiming angles.

11.1.2 The carriage shall operate in conjunction with suitable guides located on the head frame, to ensure automatic and precise alignment of the carriage in the final stages of the raising operation and to guard against any fouling of suspension ropes and electrical cables.

11.1.3 The carriage shall be provided with a soft rubbing surface to prevent damage to the mast protection during raising and lowering.

11.1.4 The luminaires and control gear shall be mounted so as to balance the carriage as far as possible and the suspension system shall ensure that the luminaire carriage is supported in a horizontal position throughout the raising and lowering operation.

11.1.5 A visible means of indication that the luminaire carriage has reached the fully raised position shall be provided in the base compartment of each mast.

11.1.6 One specially designed bracket for clamping on to the mast directly above the door opening to support the luminaire carriage in the lowered position for maintenance purposes shall be supplied per contract.

11.2 The suspension rope pulley shall be fitted with self-lubricated, maintenance free bearings, protected against the ingress of moisture and dirt and designed for operation over the life of the mast without further attention.

11.2.1 The pulley shall be machine grooved to a depth of not less than 1,5 times the diameter of the rope. The grooves shall be finished smoothly and

be free from surface defects liable to damage the rope. The contour of the bottom of the groove shall be circular over an angle of approximately 120°. The radius of this part of the groove shall be larger than the radius of the rope by 0,8mm.

11.2.2 The diameter of the pulleys at the bottom of the groove shall not be less than 17 times the diameter of the rope.

11.2.3 The shafts on which the pulleys revolve shall be of large diameter to reduce the bearing loadings below normal design ratings. The shafts shall be positively secured in the head frame assembly to prevent rotation and shall be manufactured from stainless steel.

11.2.4 Pulleys carrying ropes or electric cables shall be provided with close fitting guards to retain the ropes or cables in the grooves when operating either loaded or slack. The guards shall be securely located against movement. Arrangements shall be made to ensure that the electric cables and steel wire ropes are separated before passing over their respective pulleys.

11.2.5 Pulleys shall be easily accessible to personnel standing on the floor of a maintenance cage in the fully raised position.

11.3 All pulleys, etc., at the top of the mast shall be protected against the ingress of water by means of a removable cover securely attached to the head frame and overlapping the equipment. The use of covers depending only on the security of gaskets for weatherproofing will not be acceptable.

11.4 Suspension and winch ropes shall be manufactured of AISI grade 316, flexible, stranded, stainless steel not less than 6mm diameter, in accordance with Specification No. CME 35 (rope detail as per table 39), with a factor of safety of not less than 10.

11.4.1 Thimbles shall, where possible, be secured by “Talurit” compression splices applied by means of a hydraulic tool. If this, for some reason, is not possible, three stainless steel “Crosby” type clamps per thimble may be used. “Crosby” clamps used shall be easily visible for inspection purposes.

NB: The saddle portion of the “Crosby” clamp must be placed against the wire under tension and not against the loose end.

11.4.2 Suspension ropes shall be easily removable and replaceable for inspection purposes. Tenderers shall provide clear instructions how this can be done.

11.5 All pulleys and bearings shall be manufactured from non-corrodible materials.

11.5.1 If non-metallic suspension rope pulleys are used, these shall be manufactured of glass filled nylon.

11.5.2 Each suspension rope pulley shall have a factor of safety of at least 10.

11.6 All equipment in contact with stainless steel wire ropes shall be entirely suitable for use in close contact with stainless steel, without the danger of electrolytic reaction occurring.

11.7 It shall be possible to fit a maintenance cage to the raising and lowering system, in place of the luminaire carriage, to enable two men to be hoisted to the top of the mast in complete safety for painting and maintenance purposes. The two halves of the maintenance cage shall be diametrically opposite one another. Use of the maintenance cage shall not necessitate the re-aiming of floodlighting luminaires.

11.7.1 Safety devices shall be incorporated in the construction of the maintenance cage to ensure it will not fall in the event of failure of the raising and lowering equipment. Tenderers shall submit drawings and describe fully, the type of equipment offered and include a separate price for the maintenance cage in their tender documents.

11.8 All bolts, nuts, pins, etc., associated with the luminaire carriage, maintenance cage and raising and lowering equipment shall be manufactured from stainless steel and locked by means of nylon inserts or spilt pins. Nylon inserts shall only be used in nuts that will not require removal in the normal course of maintenance. Pins shall be turned out of solid steel bar and wherever spring washers are used over elongated holes, a suitable flat washer shall be provided between the spring washer and the hole.

11.9 Special attention shall be given to the safety, reliability and protection against corrosion of the entire suspension system, including raising and lowering gear and ancillary equipment, all of which shall meet with the approval of Transnet Group Capital's Supervisor before installation.

12.0 PROTECTION AGAINST CORROSION

12.1 Mast luminaire carriages, maintenance cage and all ferrous parts associated therewith, shall be hot dip galvanized in accordance with SABS 763. The mass of galvanized coating shall determine in accordance with the non-destructive method under clause 6,3 of the aforementioned specification.

12.2 All welding, drilling, punching, stamping, cutting and bending of parts shall be completed and all burns removed before the galvanizing process is carried out.

12.3 A Paint treatment shall be applied to all exterior galvanized surfaces in accordance with the requirements detailed in Appendix 1.

12.4 Stringent precautions shall be taken to protect finished surfaces from damage during transport and assembly.

13.0 **WINCH**

13.1 Provision shall be made in the base of the mast to accommodate a removable twin drum, totally enclosed, oil-bath type winch.

13.2 The winch shall be used for raising and lowering of the luminaire carriage and maintenance cage. The winch shall have a factor of safety of not less than 4.

13.3 The winch shall be of light weight construction and mounted on a suitable frame for easy transfer from one mast to another. It should also be easily coupled and uncoupled and removable through the door opening provided at the base of the mast. The design and mass of the unit shall allow easy handling and attachment to the mast by not more than two men. The total mass of the winch, including wire ropes and mounting frame shall not exceed 75kg.

13.4 Winches mounted outside the mast and connected to the suspension ropes through the door opening, will not be acceptable.

13.5 Each luminaire carriage suspension rope shall be secured independently in the base of the mast, prior to removal of the winch. The method of securing the ropes shall be such that there will be no deflection of the ropes from the vertical in any direction.

13.5.1 After fixing, the suspension ropes shall remain under tension to ensure that the luminaire carriage is retained in its fully raised position. This shall not be achieved by any kind of adjustment after the ropes have been secured.

13.5.2 This method of transferring the tension from each winch drum to the lock position must be safe. Pins used shall be of such a design that they lock automatically in position and cannot be removed while the hoist ropes are under tension

13.5.3 Single drum winch and compensating pulley arrangement will not be acceptable. The two suspension ropes shall be attached independently to each of the twin drum winch ropes.

13.5.4 Tenderers shall fully describe the method used for transferring the tension from the winch to the lock position and vice versa, prior to removal or replacement of the winch.

13.6 The winch shall be of the worm-gear type, self –sustaining at all loads and operating speeds, without the use of brakes or clutches. It shall have a gear ration of at least 50:1 and be suitable for both hand and power operation.

13.7 The winch shall be fitted with a safety device to ensure that the drum is locked positively when the cranking handle or power tool is removed from the drive

shaft. The safety device shall be applied automatically.

13.8 Winch drums shall be machine grooved to ensure a tidy rope lay. The bottom of the groove shall be circular over an angle of approximately 120°. The radius of the groove shall be larger than the radius of the rope by not less than 0,8mm. The drum grooves shall be finished smoothly and be free from surface defects liable to damage the rope. The drum grooves shall be pitched so that there is a clearance between neighbouring turns of rope.

13.9 The rope anchorage on the drum shall be such that it is possible to inspect the termination of the rope in service without dismantling any part of the winch. It shall be so designed that the first and all successive rope lays are reeled on the drum in regular and tidy layers without any undue bending of the rope at the first turn.

13.10 The drum shall be so designed as to prevent the rope layers from stacking one on top of the other against the flange and also to prevent rope on any layer forcing its way down into lower layers.

13.11 The design of the winch and installation shall allow at least five turns of the rope to remain on the drum when the winch rope is fully extended under normal operating and maintenance conditions.

13.12 The winch shall incorporate a separate gearbox for each drum.

13.13 Worm gearing shall comply with the requirements of BS 721.

13.14 A test certificate. Stating the safe working load of the winch and issued by a recognised testing authority, shall be supplied with each winch.

13.15 Winches shall be fitted with a label and rating plate of a permanent nature in an easily visible position.

13.16.1 The label shall carry the Manufacturer's or Supplier's name and type number, serial number, test certificate number, safe working load, maximum allowable speed of operation at the safe working load, recommended lubricant and year of manufacture or supply.

13.16.2 The lubricant for the winch shall be selected from Transnet's standard list, and Tenderer's recommendations are to be based on the "Lubricants and Petroleum Fuels Standing Advisory Committee Circular No. 1". (Failure to complete form CSS 80 correctly could disqualify an offer).

13.17 Tenderers shall quote separately for the twin drum winch.

13.18 Tenderers shall include a separate quotation for the supply of an electric power tool, incorporating a torque limiting device, for operation of the winch. The power tool shall be suitable for operation on a 230 volt, 50Hz, single phase supply.

13.18.1 The operational speed of, and torque developed by, the power tool shall match the requirements of the winch and suspension system. Should a multi-speed power tool, having speeds in excess of the aforementioned operational speed, be supplied, positive means shall be provided on the power tool to prohibit its use at any speed greater than that recommended.

13.18.2 It shall be possible to support the power tool accurately and securely in its operating position for remote control at a distance of 5 meters from the mast base. The remote control switch shall incorporate a push button requiring constant pressure for operation.

13.18.3 All the equipment shall be of robust construction, suitable for site use and shall be complete with interconnecting cables and plug.

13.19 An operating handle, incorporating a torque limiting device, shall be supplied for manual operation of the winch.

13.20 The torque limiting devices shall be adjusted according to their function up to a maximum value of 40 Nm. The adjustment shall be so arranged that it cannot readily be altered during normal use of the tools on site.

14.0 LUMINAIRES AND CONTROL GEAR

14.1 The tenderer shall supply and install luminaires as detailed in drawings.

15.0 DISTRIBUTION BOARD AND MAST CABLING

15.1 All terminal blocks and cabling shall be inspected for damage and replaced if necessary.

15.2 A totally enclosed power distribution board of flame retardant reinforced fibreglass construction shall be mounted in an easily accessible position in the compartment of the mast.

15.2.1 The board shall be provided with a front cover panel secured by captive type screws and allowing only operating toggles of switches/circuit breakers to protrude.

15.3 The distribution board shall be equipped as follows:

15.3.1 One adequately rated, triple pole, moulded case, main isolating switch.

15.3.2 Three adequately rated, single pole, moulded case circuit breakers for control of the luminaires.

15.3.3 One 15 amp, 3 pin, industrial type, switched socket outlet for control of the power tool.

15.3.4 One 15 amp, single pole neutral, moulded case circuit breaker with integral 20 mA earth leakage protection device for control of the switched socket outlet under clause 15.3.3. The earth leakage unit shall comply with the requirements of SABS 767

15.3.5 One three phase, neutral and earth socket outlet for connection of the supply cable to the luminaires and protected by the circuit breakers under clause 15.3.2 above.

15.3.6 An adequate number of terminals of suitable size, allowing only one wire per terminal for looping of the incoming and outgoing supply cables. These terminals shall be provided with bridge pieces connecting any number of adjacent terminals together to form a bushbar.

15.3.6.1 Terminals shall be of the rail mounted clip-on type, with flash-barriers between terminals.

15.3.7 An insulated neutral terminal block with sufficient ways for the number of circuits employed.

15.3.8 An adequately rated earthing bar.

15.3.9 Grommeted access holes in the bottom of the board for cable entry.

15.4 All wiring in the distribution board shall be neatly arranged to run horizontally and vertically and shall be supported and fixed at regular intervals.

15.5 All moulded case circuit breakers shall comply with the requirements of SABS 156. They shall be rated for 250 volts and have a breaking capacity of “6kA”.

15.6 The main switch under clause 15.3.1 shall be of the same manufacturers as the moulded case circuit breakers specified. The switch shall be capable of carrying a fault current of 1 000 A for 1 second without welding of the contracts or other damage to the unit.

15.7 Each control unit on the distribution board shall be clearly labelled by means engraved or printed labels of metal or plastic or other approved material, firmly attached to the board and indicating in both official languages the designation of each circuit controlled. Labels of embossed adhesive tape are not acceptable.

15.8 A flexible, multicore, heavy duty trailing cable shall be installed between the distribution board in the base of the mast and the luminaire carriage, for the power supply to the luminaires. The cable shall be entirely suitable for the bending and load carrying stresses involved.

15.9 Guiding pulleys in the head frame shall be of adequate diameter and shall

have a cable retaining groove sized to match the cable diameter, to ensure that the cable is not subjected to abrasion or undue straining during raising and lowering operations.

15.10 The cable shall be securely clamped at the luminaire carriage, the other end being secured to the suspension cable in an approved manner, to ensure that the lower end returns to the mast base during the luminaire raising operation and does not become entangled with suspension ropes.

15.11 The cable shall be so installed that it can be replaced from ground level without lowering the mast or the use of special equipment. Tenderers shall provide clear instructions on how this can be done.

15.12 Both ends of the cable shall be fitted with adequately rated, 3 phase, neutral and earth, plug-in connectors to match the socket outlet under clause 15.3.5 and a socket outlet mounted in/on a weatherproof, corrosion resistant terminal box on the luminaire carriage.

15.13 The socket outlet, plug-in connector combinations on the distribution board and luminaire carriage shall be of the weatherproof type. When connected, the plug-in connectors shall be retained in position by suitable locking devices. The equipment shall be Maréchal, or equal approved manufacture.

15.14 When in the lowered position, testing of the luminaires shall be effected via a three meter length of flexible cable, of equal manufacture and cross-sectional area to that supplying the luminaires, and fitted with plug-in connectors on both ends to suit the socket outlets on the distribution board and luminaire carriage. One such cable shall be provided per contract.

14.15 The terminal box on the luminaire carriage shall contain fixed terminal blocks of “KLIPPON”, or equal manufacture, for connection of the cabling to the luminaires. Cabling between the terminal box and control gear provided in the construction of the luminaire carriage, or galvanised steel conduits. Any cabling exposed to the effects of ultra violet radiation, shall be silicon insulated.

15.16 All metalwork, including luminaires, control gear units and the luminaire carriage shall be bonded to the earth core of the luminaire supply cable.

15.17 The following label in both official languages shall be affixed to the distribution board in a prominent position:

“Luminaire socket outlet and plug to be isolated and disconnected before lowering the luminaire carriage”.

16.0 CABLES

16.1 The contractor shall supply and install 4-core, ECC, PVC cables.

16.2 The contractor shall also supply and install a suitable earthing cable at each mast.

16.3 The cable shall be installed in cable ducts and sleeves provided by others.

17.0 CABLE LAYING

17.1 The cable shall be installed in cable ducts and sleeves.

18.0 EARTHING AND LIGHTNING PROTECTION

18.1 The contractor shall supply and install earthing and lightning protection to the masts as per SANS 10313.

18.2 The incoming and outgoing cable termination and earthing arrangement at each mast shall be as shown.

18.3 The earthing core of the cable supplying the luminaires (clause 15.8) shall be connected to the earthing bar in the distribution board.

18.4 Lighting protection is required at all masts.

18.4.1 Each mast shall be equipped with a lighting conductor in the form of a galvanised steel rod screwed into the top of the head frame, through the head frame cover.

18.4.1.1 The minimum dimensions of the conductor shall be 12mm diameter and 600mm long.

18.4.1.2 The actual length of the conductor shall be adequately to afford a zone of protection to the luminaire carriage and ancillary equipment by an imaginary line drawn from the top of the rod at an angle not exceeding 45° from the downward vertical.

18.4.2 Depending on the mast location the earth termination shall be effected either by an earth rod, or mast to rail bond, or both.

18.4.2.1 Each mast shall be equipped with a mast to rail bond and spark gap.

18.5 The gusset arrangement and 50mm diameter hole through the foundation shown shall be included in the tender price and provided at each mast.

18.6 The earth rod described in clauses 18.7 to 18.9 below, shall be included in the tendered price for installation at all masts.

18.6.1 Should earth rods for any reason not be required. Adjustment will be effected at the rates.

18.7 The earth rod shall be of the “Taper Lock Cadweld” type, consisting of a heavy copper exterior, molecularly bonded to a high strength steel core. The copper shall have a minimum thickness of 0,25mm

18.8 Rods shall be supplied in 1 meter lengths of 16mm diameter and joined together by the taper lock method to ensure that soil contact is maintained throughout the length of the coupled rods.

18.9 Tenderers shall allow a length of 3 meters of rod per mast. Should this length be insufficient to obtain the earth resistance specified, and then further lengths will be paid for at the relevant rate.

18.10 Rods shall be driven into the ground in a professional manner to ensure that no unnecessary vibrations are set up. The manufacturer’s recommended rod driving practice shall be closely followed.

18.11 The resistance to earth, measured by an earth resistance tester shall not exceed 10 ohms. Salt or other corrosive substances shall not be used to reduce earth resistivity. Shale or Silica Gel or other approved substances may be used.

19.0 ERECTION OF MASTS

19.1 Inspection of assembled masts prior to erection and witnessing of the load tests under clauses 19.5.1 and 19.5.2 are required and the successful tenderer shall advise Transnet Group Capital’s Technical Officer at least 28 days in advance of his anticipated date of erection, to enable the necessary arrangements to be made.

19.2 Before commencing the erection of the masts, the successful tenderer shall consult with the Transnet Group Capital’s Technical Officer, regarding the precautions necessary to avoid interference with, and danger from, electrification overhead wires.

19.3 Masts and other equipment awaiting erection shall be stored on site in such manner to ensure that all regulations are complied with and no danger to trains working, or personnel, results.

19.4 After erection of painted masts, all damage to paint work shall be repaired according to the requirements.

19.5 On completion of the installation, the successful tenderer will be required to carry out the following test at each mast:

19.5.1 The test to consist of hoisting a test load, equal to 1,25 times the mass of the luminaire carriage complete with all luminaires through the full height of the mast, holding in the uppermost position and lowering again. The results of the tests shall be recorded on RMD 9 log sheets.

19.5.2 The aforementioned test shall be carried out using masses supplied by the successful tenderer and assisted by an approved authority.

20.0 DRAWINGS AND INSTRUCTION MANUAL

20.1 The successful tenderer will be required to furnish 3 prints each of detailed dimensioned drawings of the masts, luminaire carriages, winch, raising and lowering mechanism and maintenance of all equipment on completion of the installation.

20.2 The drawings and instructions shall be supplied in properly bound manuals with durable covers.

21.0 PACKING

21.1 All equipment shall be packed in such a manner that it will be adequately protected against damage during transport and handling.

22.0 INSPECTION

22.1 Transnet Group Capital reserves the right to inspect the equipment during or after manufacture and to be represented at any tests.

23.0 ILLUMINANCE TESTS

23.1 On completion of the installation the successful tenderer will be required to carry out, in collaboration with the Transnet Group Capital Technical Officer, luminance tests at a sufficient number of locations in the area covered by the lighting installation.

23.2 To comply with the requirements of clause 8.10 and 8.15, initial (100hr) values measured, shall not be less than 20 lux in all areas.

24.0 COMPLETION OF CONTRACT

24.1 The installation will not be accepted as complete until the winch, maintenance cage, power tool, luminaire carriage support bracket and manuals have been delivered to the Transnet Group Capital Technical Officer or his authorised representative on site

25.0 SPARES

25.1 Tenderers shall submit a separate list of recommended spares. Individual prices shall be given for each item and tenderers shall comment

on the future availability of spares from locally held stock.

26.0 GUARANTEE

26.1 The Contractor must undertake to repair all faults due to bad workmanship and/or faulty materials and to replace all defective apparatus or materials during a period of six calendar months, calculated from the date that the completed electrical installation is accepted by Transnet Group Capital.

26.2 Any defects that may become apparent during the guarantee period must be rectified to the satisfaction of and free cost to Transnet Group Capital.

26.3 The contractor shall undertake work on the rectification of any defects that may arise during the guarantee period within 7 days of his being notified by Transnet Group Capital of such defects.

26.4 Should the Contractor fail to comply with the requirements stipulated above, Transnet Group Capital shall be entitled to undertake the necessary repair work, or effect replacement of defective apparatus or materials, and the Contractor shall reimburse Transnet Group Capital the total cost of such repair or replacements, including the labour costs incurred in replacing defective material.

APPENDIX No. 1

PAINTING SPECIFICATION FOR LIGHTING MASTS

1. PAINTING OF MASTS

1.1. The preparation and painting of masts shall comply with SABS 064 and BS 5493 respectively. Colours shall be in accordance with SABS 1091.

1.2. The primer coating shall be equal or similar to Plascon “Plascoguard Gehophon” GW 5, Dulux “Sigmacover”’ or Chemrite Coatings “Carboline 193 HB”.

1.3. The two coats covering the primer surface shall be equal or similar to Plascon “Plascothane Recoatable Enamel” CPC series; Product data sheet U-8B, Dulux “Sigmadur Gloss HB”, or Chemrite Coatings” Caroboline 133 HB”. Colours shall be as specified in clause 4.11.8.

1.4. All paints shall be stirred and mixed to a homogeneous condition incorporation the whole contents of the paint container. Mixed paint shall be kept mixed and in good condition throughout, stirring when necessary to keep the pigment in suspension. Thinning shall only be undertaken in accordance with manufacturer’s recommendations and directions. Partially used containers shall be resealed to prevent evaporation of solvent.

1.5. Galvanised surfaces shall be scrubbed with steel wool soaked in a cleaning solution to remove the protective film against formation of white rust and all other foreign matter and also to provide a key for adhesion of the primer. Protective clothing, gloves and masks must be used by workers during this cleaning process. Rinse the cleaned surface copiously with water.

1.6. All painted surfaces, prior to application of the following coat, shall be sound, dry and free from oil, grease and other contamination. Any unsound paint to be removed completely, the surface prepared as in clause 4.11 above and repainted coat for coat as specified below.

1.7. After preparation of the galvanised surfaces apply one coat of primer by spraying to give a dry film thickness of 80 microns to all surfaces with the exception of the mast interior which need not be painted. Allow to dry for a minimum period of 4 hours before overcoating.

1.8. The primed surface shall then be painted in accordance with clause 4.11.2. One coat of colour G12 (Dark Admiralty Grey), by suitable airless spray equipment to give a dry film thickness of 75 – 100 microns for this coat. An overall final coat colour H30 (French Grey), to give a dry film thickness of 25 – 35 microns shall be applied. The total dry film thickness of the primer and two successive coats shall be between 180 – 215 microns.

1.9. Paints shall be applied under suitable conditions of light, temperature, humidity and ventilation. At time of overcoating, the painted surface shall be clean, dry, sound and free of misses and defective paint. Each coat of paint shall be applied as a continuous, even film of uniform thickness.

1.10. Painted steel shall not be handled until the paint has dried except where necessary in turning for painting of stacking for drying. Paint damaged in handling shall be scraped off and touched up by replacing each coat of paint scraped off. Painted steel shall not be transported or packed for transport until paint is dry.

1.11. When loading at the manufacturer's premises and when off-loading at the erection site, components shall be handled with hessian covered slings in order to cause minimum damage to paintwork. During transportation, the components shall be placed on wooden dunning and securely fastened to prevent sliding and other movement.

1.12. Prior to erection of masts, damaged areas of paint shall be repaired by spot cleaning in a manner that will minimise damage to sound paint. Bared areas shall be spot primed and spot painted with the materials specified, to restore all coats.

1.13. During erection, mast shall be handled with hessian covered slings to minimise damage to paintwork. After erection, paintwork shall be repaired in the manner described above.

SPECIFICATION FOR THE MAINTENANCE AND UPGRADE OF HIGHMAST LIGHTING STRUCTURES

REVISIONS		
REV	**DATE**	**APPROVED**
00	**March 2012**	**S.Sewdayal**

INTRODUCTION

This specification covers the maintenance of high mast structures.

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APPENDIX No. 1 – PAINTING SPECIFICATION
APPENDIX No. 2 – STATEMENT OF COMPLIANCE

1.0 SCOPE

1.1 This specification covers Transnet Group Capital's requirements for the design, manufacture and supply of all equipment and materials for maintenance, installation and testing on site of high mast lighting.

2.0 REFERENCES

2.1 The following publications and drawing (latest editions and amendments) are referred to herein.

2.1.1 South African Bureau of Standards

SANS 10142	- Code of practice for the wiring of premises.
SABS 150	- PVC insulated electrical cables & flexible cords.
SABS 1279	- Floodlighting luminaires.
SABS 155	- Solid filler wires for gas-shielded metal arc welding of Mild steel and medium-high tensile steel.
SABS 156	- Moulded-case circuit breakers.
SABS 767	-Core balance earth leakage protection units.
SABS 0225	- The design and construction of lighting mast
SABS 1431	- Welding of structural Steel
SABS 044	- Welding
SABS 455	- Covered electrodes for the manual arc welding of carbon and carbon manganese steels
SABS 763	- Hot-dip (galvanized) zinc coatings.
SABS CKS 42	- Hypoid gear oil
SABS CKS 74	- Straight mineral bearing oil
SABS CKS 443	- Extreme pressure gear oil.

2.1.2 British Standards Institution

BS 4360	- Weldable structural steel.
BS 5135	- Metal-arc welding of carbon and carbon manganese steel.
BS 721	- Worm gearing.

2.1.3 Transnet Ltd.

CME 35	- Specification for steel wire ropes.

Lubricants and petroleum fuels standing and advisory committee Circular No. 1

3.0 APPENDICES

The following appendices form part of this specification :

3.1 Appendix No. 1 – Painting specification.
3.2 Appendix No. 2 – Statement of Compliance.

4.0 METHOD OF TENDERING

4.1 Tendering shall be in accordance with Tender Form included in the tender documents.

4.2 Tenderers shall submit their main offers in accordance with the requirements of this specification. Deviations from the requirements of this specification, which are of a minor nature and do not depart materially, will be considered at the discretion of Transnet Group Capital. The acceptance of alternative tenders will be considered only if a main tender is submitted as part of the tender document.

4.3 The "Technical Data Sheet" of this specification shall be completed in detail, for each offer. Alternative offers shall be clearly marked "Alternative Offer No. _____".

4.4 All Technical Data Sheets shall be signed by the Tenderer and returned.

4.5 All documents forming part of the Tender shall be firmly bound. No loose documents will be considered.

4.6 Failure to comply with the above requirements may preclude a tender from consideration

4.7 The Tenderer shall submit complete and detailed information concerning their offers. This information shall include descriptions and drawings of the various items of equipment offered, as well as full photometric data issued by the South African Bureau of Standards, for the luminaires they propose using.

4.8 The Tenderer shall superimpose the number of luminaires per mast, vertical and azimuth aiming angles, as per existing.

4.9 The Tenderer shall allow for the supply, off-load, handling on site, erection, installation and testing of all items of equipment and material necessary for the complete lighting installation. This shall include the termination of the existing supply.

4.10 The Tenderer shall submit a lump sum price for the complete installation specified.

4.11 The total price tendered shall not include for a maintenance cage, power tool and winch.

5.0 SERVICE CONDITIONS

5.1 The lighting may be installed in areas where high humidity, high temperature, high wind, heavy rain, severe hail and high incidence of lightning are encountered and where corrosive conditions including the presence of sulphur dioxide, prevail.

5.1.1 Equipment installed shall be suitable for efficient operation under these conditions.

6.0 ELECTRICITY SUPPLY SYSTEM

6.1 The electricity supply system will be 3 phase, 4 wire, 50 Hz, alternating current with earthed neutral, at a nominal voltage of 400/230 V.

6.2 The voltage may vary within the range of 95% to 105% of the nominal and equipment installed shall be suitable for efficient operation at any voltage within this range.

7.0 STANDARD OF WORK, EQUIPMENT AND MATERIALS

7.1 All work shall be carried out in a neat and orderly manner to the satisfaction of Transnet Group Capital, and all equipment shall be easily accessible for maintenance purposes. Electrical work shall conform to the requirements of SANS 10142 and those laid down in this specification.

7.2 Equipment and materials used, shall be of high quality design and manufacture, and shall comply with the relevant specifications and recommendations mentioned in this specification.

7.2.1 Where equipment and material does not comply with the relevant specifications it shall be submitted to Transnet Group Capital's Technical Officer for approval.

7.3 Every reasonable precaution and provision shall be incorporated in the design of the equipment for the safety and security of the system and of those concerned with its operation and maintenance.

8.0 OUTLINE OF SCHEME

As per attached drawings and detailed works instructions

9.0 MASTS

9.1 The mast shall be constructed in the form of a tapering enclosed column of polygonal or circular cross-section.

9.2 The design of the mast shall be adequate to resist a wind loading produced by a wind speed of 150km/h, measured at a height of 10 meters above ground level and acting on the projected area of the mast, luminaires and luminaire mounting carriage. The maximum permissible deflection at the top of the mast shall not exceed 2,5% of the height of the mast under wind loading produced by a wind speed of 100km/h. Provision shall be made in the mast design for minimising wind excited oscillation.

9.2.1 Tenderers shall submit with their offer, a full set of design calculations, as well as dimensioned drawings of the mast structure including door opening strengthening and base plate connection details, signed by a registered professional engineer.

9.3 The masts shall be designed for mounting on a reinforced concrete foundation by means of a base flange secured to a bolt cage into the foundation. The base flange

shall be free from laminations and the welded connection to the mast, shall fully develop the strength of the section. Means shall be provided to enable masts to be adjusted from deviations from the vertical.

9.3.1 The space between the top of the concrete foundation and the underside of the base flange shall be filled with a suitable compound after provision of a vermin proof drainage hole. The cable entry pipes shall not be obstructed.

9.4 All steel used in the manufacture of the masts, luminaire mounting carriages, maintenance cages, etc., shall comply with the requirements of BS 4360 grades 43A or 50. No steel section used in the construction of the mast shaft shall be less than 5mm in thickness.

9.5 Each mast shall be equipped with a suitable head frame accommodating mast top equipment associated with the raising and lowering gear. The head frame shall be designed to effectively seal the top of the mast against the ingress of water.

9.5.1 Problems are being experienced at certain locations with birds nesting in the vicinity of the shaft opening at the top of the mast, resulting in a build up of debris in the base of the mast. Tenderers shall describe with the aid of sketches/drawings, means adopted to avoid this problem in masts offered.

9.6 An opening shall be provided in the side of the mast to give easy access to a power distribution board, cable termination and the raising and lowering operating mechanism. The opening shall be protected by a lockable, close fitting, hinged door, incorporating a vermin proof ventilation opening and shall be effectively sealed against the weather. When the mast is installed, the opening shall face a direction parallel to adjacent tracks. Tenderers shall submit weatherproofing details with their tender documents.

9.6.1 The sides of the base compartment opening under 9.6 above shall be suitably reinforced with fully welded steel sections to restore the section modulus and prevent buckling.

9.7 Brackets or mounting plates, drilled to template shall be welded into the mast to support the winch and mast electrical equipment.

9.8 An M12 hex head stainless steel screw shall be welded to the main body of the mast in a readily position, directly adjacent to, and level with the underside of the distribution board within the base compartment, for earthing purposes.

9.9 Access shall be provided through the bottom of the mast and foundation for looping the supply cables into and out of the mast. Non-ferrous pipes shall be used for this purpose.

9.10 Welding shall be in accordance with BS 5135, general requirements for the metal-arc welding of mild or high tensile steel. It shall be carried out by qualified welders to the

satisfaction of TRANSNET. Site welding will not be allowed without the written approval of the Technical Officer.

10.0 FOUNDATIONS

10.1 Mast foundations shall be built by others.

11.0 RAISING AND LOWERING SYSTEM

11.1 Each mast shall be provided with a carriage for mounting of the luminaires. The carriage shall be in two halves joined by bolted flanges to permit removal from the erected mast. It shall be possible to raise the luminaire carriage to the top of the mast for normal operation and lower it to the base of the mast for maintenance purposes. This shall be achieved by means of three independent suspension ropes operated from a winch mounted in the base of the mast, the ropes being contained within the mast and passing over pulleys in the head frame to the carriage. The suspension ropes shall be permanently under tension and locking of the luminaire carriage in the raised position by means of a latching device at the top of the mast will not be acceptable.

11.1.1 The design of the carriage shall be such that the structure embodies as far as possible the necessary mountings and housings for individual luminaire, control gear units and terminal boxes. All mountings shall be of rigid construction and fixings for control gear units and terminal boxes shall be such that those units can be readily removed, and are easily accessible for maintenance purposes without adjustment of floodlight aiming angles.

11.1.2 The carriage shall operate in conjunction with suitable guides located on the head frame, to ensure automatic and precise alignment of the carriage in the final stages of the raising operation and to guard against any fouling of suspension ropes and electrical cables.

11.1.3 The carriage shall be provided with a soft rubbing surface to prevent damage to the mast protection during raising and lowering.

11.1.4 The luminaires and control gear shall be mounted so as to balance the carriage as far as possible and the suspension system shall ensure that the luminaire carriage is supported in a horizontal position throughout the raising and lowering operation.

11.1.5 A visible means of indication that the luminaire carriage has reached the fully raised position shall be provided in the base compartment of each mast.

11.1.6 One specially designed bracket for clamping on to the mast directly above the door opening to support the luminaire carriage in the lowered position for maintenance purposes shall be supplied per contract.

11.2 The suspension rope pulley shall be fitted with self-lubricated, maintenance free bearings, protected against the ingress of moisture and dirt and designed for operation over the life of the mast without further attention.

11.2.1 The pulley shall be machine grooved to a depth of not less than 1, 5 times the diameter of the rope. The grooves shall be finished smoothly and be free from surface defects liable to damage the rope. The contour of the bottom of the groove shall be circular over an angle of approximately 120°. The radius of this part of the groove shall be larger than the radius of the rope by 0,8mm.

11.2.2 The diameter of the pulleys at the bottom of the groove shall not be less than 17 times the diameter of the rope.

11.2.3 The shafts on which the pulleys revolve shall be of large diameter to reduce the bearing loadings below normal design ratings. The shafts shall be positively secured in the head frame assembly to prevent rotation and shall be manufactured from stainless steel.

11.2.4 Pulleys carrying ropes or electric cables shall be provided with close fitting guards to retain the ropes or cables in the grooves when operating either loaded or slack. The guards shall be securely located against movement. Arrangements shall be made to ensure that the electric cables and steel wire ropes are separated before passing over their respective pulleys.

11.2.5 Pulleys shall be easily accessible to personnel standing on the floor of a maintenance cage in the fully raised position.

11.3 All pulleys, etc., at the top of the mast shall be protected against the ingress of water by means of a removable cover securely attached to the head frame and overlapping the equipment. The use of covers depending only on the security of gaskets for weatherproofing will not be acceptable.

11.4 Suspension and winch ropes shall be manufactured of AISI grade 316, flexible, stranded, stainless steel not less than 6mm diameter, in accordance with Specification No. CME 35 (rope detail as per table 39), with a factor of safety of not less than 10.

11.4.1 Thimbles shall, where possible, be secured by “Talurit” compression splices applied by means of a hydraulic tool. If this, for some reason, is not possible, three stainless steel “Crosby” type clamps per thimble may be used. “Crosby” clamps used shall be easily visible for inspection purposes.

NB: The saddle portion of the “Crosby” clamp must be placed against the wire under tension and not against the loose end.

11.4.2 Suspension ropes shall be easily removable and replaceable for inspection purposes. Tenderers shall provide clear instructions how this can be done.

11.5 All pulleys and bearings shall be manufactured from non-corrodible materials.

11.5.1 If non-metallic suspension rope pulleys are used, these shall be manufactured of glass filled nylon.

11.5.2 Each suspension rope pulley shall have a factor of safety of at least 10.

11.6 All equipment in contact with stainless steel wire ropes shall be entirely suitable for use in close contact with stainless steel, without the danger of electrolytic reaction occurring.

11.7 It shall be possible to fit a maintenance cage to the raising and lowering system, in place of the luminaire carriage, to enable two men to be hoisted to the top of the mast in complete safety for painting and maintenance purposes. The two halves of the maintenance cage shall be diametrically opposite one another. Use of the maintenance cage shall not necessitate the re-aiming of floodlighting luminaires.

11.7.1 Safety devices shall be incorporated in the construction of the maintenance cage to ensure it will not fall in the event of failure of the raising and lowering equipment. Tenderers shall submit drawings and describe fully, the type of equipment offered and include a separate price for the maintenance cage in their tender documents.

11.8 All bolts, nuts, pins, etc., associated with the luminaire carriage, maintenance cage and raising and lowering equipment shall be manufactured from stainless steel and locked by means of nylon inserts or spilt pins. Nylon inserts shall only be used in nuts that will not require removal in the normal course of maintenance. Pins shall be turned out of solid steel bar and wherever spring washers are used over elongated holes, a suitable flat washer shall be provided between the spring washer and the hole.

11.9 Special attention shall be given to the safety, reliability and protection against corrosion of the entire suspension system, including raising and lowering gear and ancillary equipment, all of which shall meet with the approval of Transnet Group Capital's Supervisor before installation.

12.0 PROTECTION AGAINST CORROSION

12.1 Mast luminaire carriages, maintenance cage and all ferrous parts associated therewith, shall be hot dip galvanized in accordance with SABS 763. The mass of galvanized coating shall determine in accordance with the non-destructive method under clause 6,3 of the aforementioned specification.

12.2 All welding, drilling, punching, stamping, cutting and bending of parts shall be completed and all burns removed before the galvanizing process is carried out.

12.3 If specified, paint treatment shall be applied to all exterior galvanized surfaces in accordance with the requirements .

12.4 Stringent precautions shall be taken to protect finished surfaces from injury or damage during assembly.

13.0 WINCH

13.1 Provision shall be made in the base of the mast to accommodate a removable twin drum, totally enclosed, oil-bath type winch.

13.2 The winch shall be used for raising and lowering of the luminaire carriage and maintenance cage. The winch shall have a factor of safety of not less than 4.

13.3 The winch shall be of light weight construction and mounted on a suitable frame for easy transfer from one mast to another. It should also be easily coupled and uncoupled and removable through the door opening provided at the base of the mast. The design and mass of the unit shall allow easy handling and attachment to the mast by not more than two men. The total mass of the winch, including wire ropes and mounting frame shall not exceed 75kg.

13.4 Winches mounted outside the mast and connected to the suspension ropes through the door opening, will not be acceptable.

13.5 Each luminaire carriage suspension rope shall be secured independently in the base of the mast, prior to removal of the winch. The method of securing the ropes shall be such that there will be no deflection of the ropes from the vertical in any direction.

13.5.1 After fixing, the suspension ropes shall remain under tension to ensure that the luminaire carriage is retained in its fully raised position. This shall not be achieved by any kind of adjustment after the ropes have been secured.

13.5.2 This method of transferring the tension from each winch drum to the lock position must be safe. Pins used shall be of such a design that they lock automatically in position and cannot be removed while the hoist ropes are under tension

13.5.3 Single drum winch and compensating pulley arrangement will not be acceptable. The two suspension ropes shall be attached independently to each of the twin drum winch ropes.

13.5.4 Tenderers shall fully describe the method used for transferring the tension from the winch to the lock position and vice versa, prior to removal or replacement of the winch.

13.6 The winch shall be of the worm-gear type, self –sustaining at all loads and operating speeds, without the use of brakes or clutches. It shall have a gear ration of at least 50:1 and be suitable for both hand and power operation.

13.7 The winch shall be fitted with a safety device to ensure that the drum is locked positively when the cranking handle or power tool is removed from the drive shaft. The safety device shall be applied automatically.

13.8 Winch drums shall be machine grooved to ensure a tidy rope lay. The bottom of the groove shall be circular over an angle of approximately 120°. The radius of the groove shall be larger than the radius of the rope by not less than 0,8mm. The drum grooves shall be finished smoothly and be free from surface defects liable to damage the rope. The drum grooves shall be pitched so that there is a clearance between neighbouring turns of rope.

13.9 The rope anchorage on the drum shall be such that it is possible to inspect the termination of the rope in service without dismantling any part of the winch. It shall be so designed that the first and all successive rope lays are reeled on the drum in regular and tidy layers without any undue bending of the rope at the first turn.

13.10 The drum shall be so designed as to prevent the rope layers from stacking one on top of the other against the flange and also to prevent rope on any layer forcing its way down into lower layers.

13.11 The design of the winch and installation shall allow at least five turns of the rope to remain on the drum when the winch rope is fully extended under normal operating and maintenance conditions.

13.12 The winch shall incorporate a separate gearbox for each drum.

13.13 Worm gearing shall comply with the requirements of BS 721.

13.14 A test certificate. Stating the safe working load of the winch and issued by a recognised testing authority, shall be supplied with each winch.

13.15 Winches shall be fitted with a label and rating plate of a permanent nature in an easily visible position.

13.16.1 The label shall carry the Manufacturer's or Supplier's name and type number, serial number, test certificate number, safe working load, maximum allowable speed of operation at the safe working load, recommended lubricant and year of manufacture or supply.

13.16.2 The lubricant for the winch shall be selected from Transnet's standard list, and Tenderer's recommendations are to be based on the "Lubricants and Petroleum Fuels Standing Advisory Committee Circular No. 1". (Failure to complete form CSS 80 correctly could disqualify an offer).

13.17 Tenderers shall quote separately for the twin drum winch.

13.18 Tenderers shall include a separate quotation for the supply of an electric power tool, incorporating a torque limiting device, for operation of the winch. The power tool shall be suitable for operation on a 230 volt, 50Hz, single phase supply.

13.18.1 The operational speed of, and torque developed by, the power tool shall match the requirements of the winch and suspension system. Should a multi-speed power tool, having speeds in excess of the aforementioned operational speed, be supplied, positive means shall be provided on the power tool to prohibit its use at any speed greater than that recommended.

13.18.2 It shall be possible to support the power tool accurately and securely in its operating position for remote control at a distance of 5 meters from the mast base. The remote control switch shall incorporate a push button requiring constant pressure for operation.

13.18.3 All the equipment shall be of robust construction, suitable for site use and shall be complete with interconnecting cables and plug.

13.19 An operating handle, incorporating a torque limiting device, shall be supplied for manual operation of the winch.

13.20 The torque limiting devices shall be adjusted according to their function up to a maximum value of 40 Nm. The adjustment shall be so arranged that it cannot readily be altered during normal use of the tools on site.

14.0 LUMINAIRES AND CONTROL GEAR

14.1 The tenderer shall supply and install luminaires as detailed in drawings.

15.0 DISTRIBUTION BOARD AND MAST CABLING

15.1 All terminal blocks and cabling shall be inspected for damage and replaced if necessary.

15.2 A totally enclosed power distribution board of flame retardant reinforced fibreglass construction shall be mounted in an easily accessible position in the compartment of the mast.

15.2.1 The board shall be provided with a front cover panel secured by captive type screws and allowing only operating toggles of switches/circuit breakers to protrude.

15.3 The distribution board shall be equipped as follows:

15.3.1 One adequately rated, triple pole, moulded case, main isolating switch.

15.3.2 Three adequately rated, single pole, moulded case circuit breakers for control of the luminaires.

15.3.3 One 15 amp, 3 pin, industrial type, switched socket outlet for control of the power tool.

15.3.4 One 15 amp, single pole neutral, moulded case circuit breaker with integral 20 mA earth leakage protection device for control of the switched socket outlet under clause 15.3.3. The earth leakage unit shall comply with the requirements of SABS 767

15.3.5 One three phase, neutral and earth socket outlet for connection of the supply cable to the luminaires and protected by the circuit breakers under clause 15.3.2 above.

15.3.6 An adequate number of terminals of suitable size, allowing only one wire per terminal for looping of the incoming and outgoing supply cables. These terminals shall be provided with bridge pieces connecting any number of adjacent terminals together to form a bushbar.

15.3.6.1 Terminals shall be of the rail mounted clip-on type, with flash-barriers between terminals.

15.3.7 An insulated neutral terminal block with sufficient ways for the number of circuits employed.

15.3.8 An adequately rated earthing bar.

15.3.9 Grommeted access holes in the bottom of the board for cable entry.

15.4 All wiring in the distribution board shall be neatly arranged to run horizontally and vertically and shall be supported and fixed at regular intervals.

15.5 All moulded case circuit breakers shall comply with the requirements of SABS 156. They shall be rated for 250 volts and have a breaking capacity of “6kA”.

15.6 The main switch under clause 15.3.1 shall be of the same manufacturers as the moulded case circuit breakers specified. The switch shall be capable of carrying a fault current of 1 000 A for 1 second without welding of the contracts or other damage to the unit.

15.7 Each control unit on the distribution board shall be clearly labelled by means engraved or printed labels of metal or plastic or other approved material, firmly attached to the board and indicating in both official languages the designation of each circuit controlled. Labels of embossed adhesive tape are not acceptable.

15.8 A flexible, multicore, heavy duty trailing cable shall be installed between the distribution board in the base of the mast and the luminaire carriage, for the power supply to the luminaires. The cable shall be entirely suitable for the bending and load carrying stresses involved.

15.9 Guiding pulleys in the head frame shall be of adequate diameter and shall have a cable retaining groove sized to match the cable diameter, to ensure that the cable is not subjected to abrasion or undue straining during raising and lowering operations.

15.10 The cable shall be securely clamped at the luminaire carriage, the other end being secured to the suspension cable in an approved manner, to ensure that the lower end returns to the mast base during the luminaire raising operation and does not become entangled with suspension ropes.

15.11 The cable shall be so installed that it can be replaced from ground level without lowering the mast or the use of special equipment. Tenderers shall provide clear instructions on how this can be done.

15.12 Both ends of the cable shall be fitted with adequately rated, 3 phase, neutral and earth, plug-in connectors to match the socket outlet under clause 15.3.5 and a socket outlet mounted in/on a weatherproof, corrosion resistant terminal box on the luminaire carriage.

15.13 The socket outlet, plug-in connector combinations on the distribution board and luminaire carriage shall be of the weatherproof type. When connected, the plug-in connectors shall be retained in position by suitable locking devices. The equipment shall be equal or similar approved to Maréchal and shall be SABS approved.

15.14 When in the lowered position, testing of the luminaires shall be effected via a three meter length of flexible cable, of equal manufacture and cross-sectional area to that supplying the luminaires, and fitted with plug-in connectors on both ends to suit the socket outlets on the distribution board and luminaire carriage. One such cable shall be provided per contract.

15.15 The terminal box on the luminaire carriage shall contain fixed terminal blocks of equal or similar approved to “KLIPPON”, for connection of the cabling to the luminaires. Cabling between the terminal box and control gear provided in the construction of the luminaire carriage, or galvanised steel conduits. Any cabling exposed to the effects of ultra violet radiation, shall be silicon insulated.

15.16 All metalwork, including luminaires, control gear units and the luminaire carriage shall be bonded to the earth core of the luminaire supply cable.

15.17 The following label in both official languages shall be affixed to the distribution board in a prominent position:

“Luminaire socket outlet and plug to be isolated and disconnected before lowering the luminaire carriage”.

16.0 CABLES

16.1 The contractor shall supply and install 4-core, ECC, PVC cables.

16.2 The contractor shall also supply and install a suitable earthing cable at each mast.

16.3 The cable shall be installed in cable ducts and sleeves provided by others.

17.0 CABLE LAYING

17.1 The cable shall be installed in cable ducts and sleeves.

18.0 EARTHING AND LIGHTNING PROTECTION

18.1 The contractor shall supply and install earthing and lightning protection to the masts as per SANS 10313.

18.2 The incoming and outgoing cable termination and earthing arrangement at each mast shall be as shown.

18.3 The earthing core of the cable supplying the luminaires (clause 15.8) shall be connected to the earthing bar in the distribution board.

18.4 Lighting protection is required at all masts.

18.4.1 Each mast shall be equipped with a lighting conductor in the form of a galvanised steel rod screwed into the top of the head frame, through the head frame cover.

18.4.1.1 The minimum dimensions of the conductor shall be 12mm diameter and 600mm long.

18.4.1.2 The actual length of the conductor shall be adequately to afford a zone of protection to the luminaire carriage and ancillary equipment by an imaginary line drawn from the top of the rod at an angle not exceeding 45° from the downward vertical.

18.4.2 Depending on the mast location the earth termination shall be effected either by an earth rod, or mast to rail bond, or both.

18.4.2.1 Each mast shall be equipped with a mast to rail bond and spark gap.

18.5 The gusset arrangement and 50mm diameter hole through the foundation shown shall be included in the tender price and provided at each mast.

18.6 The earth rod described in clauses 18.7 to 18.9 below, shall be included in the tendered price for installation at all masts.

18.6.1 Should earth rods for any reason not be required. Adjustment will be effected at the rates.

18.7 The earth rod shall be of the “Taper Lock Cad weld” type, consisting of a heavy copper exterior, molecularly bonded to a high strength steel core. The copper shall have a minimum thickness of 0,25mm

18.8 Rods shall be supplied in 1 meter lengths of 16mm diameter and joined together by the taper lock method to ensure that soil contact is maintained throughout the length of the coupled rods.

18.9 Tenderers shall allow a length of 3 meters of rod per mast. Should this length be insufficient to obtain the earth resistance specified, and then further lengths will be paid for at the relevant rate.

18.10 Rods shall be driven into the ground in a professional manner to ensure that no unnecessary vibration are set up. The manufacturer's recommended rod driving practice shall be closely followed.

18.11 The resistance to earth, measured by an earth resistance tester shall not exceed 10 ohms. Salt or other corrosive substances shall not be used to reduce earth resistivity. Sanica Gel or other approved substances may be used.

19.0 LOWERING AND RAISING OF MAST:

19.1 Supply a suitable size crane and all rigging equipment as well as the qualified rigger to lower and raise the pole.

19.2 Ensure that no damage occurs on the neighbouring structures as well the lighting structure.

19.3 A nylon sling capable of carrying weight more than three tons shall be used for the lowering and the raising of the high mast structure.

20.0 CLEANING AND SURFACE PREPARATION OF ALL COMPONENTS:

20.1 All surface shall be detergent washed and fresh water rinsed to remove oil and grease.

20.2 Sharp edge shall be radiused and major roughness of welds shall be removed by grinding. Weld spatter and flux shall be removed.

20.3 All bolts, nuts, pins, etc., associated with the luminaire carriage, maintenance cage and raising and lowering equipment shall be manufactured from stainless steel and locked by means of nylon inserts or split pins. Nylon inserts shall only be used in nuts that will not require removal in the normal course of maintenance.

21.0 REMOVAL & REPLACEMENT OF MOUNTING RING

21.1 Inspect, and repair the mounting ring. The repairs on the ring shall be according to the SABS 064, and SABS 763

22.0 REMOVE AND REFURBISH EXISTING MOUNTING RING

22.1 Inspect and repair corrosion and treat rust spots on the mounting ring.

23.0 REMOVE, CLEAN, RE-LAMP AND RE INSTALL EXISTING LUMINARE

23.1 All surfaces shall be detergent washed and fresh water rinsed to remove oil and grease.

23.2 All the light fittings shall be re-lamped with appropriate lamps.

23.3 The contractor shall repair the light fitting and replace all the mounting bolts.

23.4 All removed lamps will store together and disposed appropriately. The contractor shall submit a certificate of disposal at the end of contract.

24.0 REMOVAL & REPLACEMENT OF LUMINARE COMPLETE WITH LAMPS

24.1 Remove and replace luminaries where the luminaries.

24.2 All the lamps of the removed luminaries shall be removed and disposed appropriately.

24.3 Disposal certificate shall be issued to the project manager at the end of construction or maintenance.

24.4 Replacement luminaires shall comply with requirement of SABS 1279.

25.0 REFURBISHMENT OF HEADGEAR WINCH AND PULLEYS

25.1 Check oil level, winch drums as well as the pulleys.

26.0 REPAIR AND REFURBISH HIGH MAST DOOR

26.1 Clean, remove rust and paint the door.

27.0 LUBRICATION OF MOVING COMPONENTS AND FOUNDATION BOLTS.

27.1 Lubricate all the foundation bolts as well as the associated nuts.

28.0 REMOVAL & REPLACEMENT SPLITTER BOXES

28.1 Remove and replace the splitter box.

29.0 REMOVAL & REPLACEMENT OF HOIST CABLE

29.1 Inspect and replace the hoist cables. The replacement cable shall be of AISI grade 316 flexible, stranded and stainless steel not less than 6mm.

30.0 REPLACEMENT OF ALL SILICON CABLE FEEDS FROM SPLITTER BOXES INCLUDING THE PROVISION OF GLANDS

30.1 Replace all silicon cable from the splitter box.

31.0 PAINTING OF COMPLETE HIGH MAST STRUCTURE

31.1 All surfaces shall be detergent washed and fresh water rinsed to remove oil and grease.

31.2 Sharp edge shall be radiused and major roughness of welds shall be removed by grinding. Weld spatter and flux shall be removed.

31.3 The painting of the mast shall be in accordance to APPENDIX No.1

32.0 REMOVAL & REPLACEMENT OF EARTH SPIKES

32.1 Test and install new earth spikes.

33.0 REMOVAL & REPLACEMENT OF ELECTRICAL DISTRIBUTION BOARD

33.1 Remove and install an electrical distribution board.

33.2 A total enclosed power distribution board of flame retardant reinforced fibreglass.

34.0 ELECTRICAL COMPLIANCE CERTIFICATION

34.1 Contractor to test installation and issue a compliance certificate.

35.0 ISSUE OF RMD 9 CERTIFICATE

35.1 Contractor to test and issue RMD9 certificate.

APPENDIX No. 1

PAINTING SPECIFICATION FOR LIGHTING MASTS

1. PAINTING OF MASTS

1.1. The preparation and painting of masts shall comply with SABS 064 and BS 5493 respectively. Colours shall be in accordance with SABS 1091.

1.2. The primer coating shall be equal or similar to Plascon “Plascoguard Gehophon” GW 5, Dulux “Sigmacover”’ or Chemrite Coatings “Carboline 193 HB”.

1.3. The two coats covering the primer surface shall be equal or similar to Plascon “Plascothane Recoatable Enamel” CPC series; Product data sheet U-8B, Dulux “Sigmadur Gloss HB”, or Chemrite Coatings” Caroboline 133 HB”. Colours shall be as specified in clause 4.11.8.

1.4. All paints shall be stirred and mixed to homogeneous condition incorporation the whole contents of the paint container. Mixed paint shall be kept mixed and in good condition throughout, stirring when necessary to keep the pigment in suspension. Thinning shall only be undertaken in accordance with manufacturer’s recommendations and directions. Partially used containers shall be resealed to prevent evaporation of solvent.

1.5. Galvanised surfaces shall be scrubbed with steel wool soaked in a cleaning solution to remove the protective film against formation of white rust and all other foreign matter and also to provide a key for adhesion of the primer. Protective clothing, gloves and masks must be used by workers during this cleaning process. Rinse the cleaned surface copiously with water.

1.6. All painted surfaces, prior to application of the following coat, shall be sound, dry and free from oil, grease and other contamination. Any unsound paint to be removed completely, the surface prepared as in clause 4.11 above and repainted coat for coat as specified below.

1.7. After preparation of the galvanised surfaces apply one coat of primer by spraying to give a dry film thickness of 80 microns to all surfaces with the exception of the mast interior which need not be painted. Allow to dry for a minimum period of 4 hours before overcoating.

1.8. The primed surface shall then be painted in accordance with clause 4.11.2. One coat of colour G12 (Dark Admiralty Grey), by suitable airless spray equipment to give a dry film thickness of 75 – 100 microns for this coat. An overall final coat colour H30 (French Grey), to give a dry film thickness of 25 – 35 microns shall be applied. The total dry film thickness of the primer and two successive coats shall be between 180 – 215 microns.

1.9. Paints shall be applied under suitable conditions of light, temperature, humidity and ventilation. At time of overcoating, the painted surface shall be clean, dry, sound and free of misses and defective paint. Each coat of paint shall be applied as a continuous, even film of uniform thickness.

1.10. Painted steel shall not be handled until the paint has dried except where necessary in turning for painting of stacking for drying. Paint damaged in handling shall be scraped off and touched up by replacing each coat of paint scraped off. Painted steel shall not be transported or packed for transport until paint is dry.

1.11. When loading at the manufacturer's premises and when off-loading at the erection site, components shall be handled with hessian covered slings in order to cause minimum damage to paintwork. During transportation, the components shall be placed on wooden dunning and securely fastened to prevent sliding and other movement.

1.12. Prior to erection of masts, damaged areas of paint shall be repaired by spot cleaning in a manner that will minimise damage to sound paint. Bared areas shall be spot primed and spot painted with the materials specified, to restore all coats.

1.13. During erection, mast shall be handled with hessian covered slings to minimise damage to paintwork. After erection, paintwork shall be repaired in the manner described above.