

Document Title:

**Scope of Work**

**PROVISION FOR REPAIRS TO CRANE FOR TRANSNET PIPELINES TWINI DEPOT  
FOR A ONCE OFF PERIOD.**

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**REVISION 00: FOR APPROVAL**

## DOCUMENT PREPARATION

	Name	Title	Signature	Date
Compiled by		Operations Supervisor		

## DOCUMENT APPROVAL

	Name	Title	Signature	Date
Approved By		Senior Operations Manager		

## 1. Project

1.1 The appointment of a service provider to repair crane.

Abbreviations

The following abbreviations are used in this document:

Abbreviation	Meaning given to the abbreviation
PPE	Personal Protective Equipment
TPL	Transnet Pipelines
PO	Purchase Order

## 2. Work to be undertaken.

**The scope of work to provide the following service:**

- Site visit to access the crane.
- Transport the crane to service provider workshop and repair the crane.
- Hoist to be painted with flameproof dark grey paint.
- Crane to be reassembled at the pumpstation after repairs and tested.
- Replace clamps.
- Replace remote of cranes 1 and 2
- Waterproof receiver box
- Replace the receiver
- Provide valid COC

## 3. Deliverables

- Repaired, assembled and tested crane.
- Warrantee on workmanship.
- New remotes

## 4. General Requirement

- All safety requirements to be adhered to according to TPL Standard Operating Procedures.

### 4.1 Health and Safety Standards

The service provider must comply with all Safety, Health, and Environmental (SHE) requirements prescribed by legislation, the Transnet Contractor Management Procedure (TIMS-GRP-PROC-014), and the Occupational Health and Safety Act (85 of 1993) and its amendments. As the employer, the service provider is responsible for adhering to these provisions and implementing TPL's SHE rules. Employees or persons working on behalf of the service provider may only enter Transnet Pipelines sites after completing site-specific SHE induction. All employees must have valid medical fitness certificates issued by an occupational health practitioner. Before accessing any Transnet site, the contractor must submit a SHE compliance file, aligned with the scope of work, for review and approval by Transnet Pipelines.

#### **4.2 Contractor Compliance File Requirements (Minimum Requirements)**

The Contractor shall provide Transnet Pipelines with the required Health and Safety documentation before work commencement on site.

Once the Contractor's Health & Safety file is approved, the awarded Principal Contractor will be permitted to commence work.

The SHE file must include but not limited to the following documents:

1. A valid Letter of Good Standing with the Workman's compensation.
2. Proof of Public Liability Insurance.
3. Contractor Health & Safety Plan correlating with Transnet Contractor Health and Safety Specification Guideline TRN-IMS-GRP-GDL-014.3, submitted and approved.
4. Contractor's health, Safety & Environmental Policy.
5. Mandatory agreement as per section 37.2 of the OSHACT. Act 85 of 1993 and CR 5.1(K)
6. Legal appointments as per the Occupational Health and Safety Act that include but not limited to:
  - 6.1 Sec.16.(2) – Delegated Authority
  - 6.2 CR 8.7 – Construction Supervisor
  - 6.3 CR9(1) – Risk Assessor
  - 6.4 GSR 3.4 – First aider
  - 6.5 CR 29 (h) – Fire Fighter
  - 6.6 Sec 24, GAR 9(2) – Incident Investigator
  - 6.7 CR 28(a) – Stacking and Storage Supervisor
  - 6.8 Sec 17(1) – SHE Rep (more than 20 employees)
7. Risk Assessments, Method statements and Safe Working Procedures
8. Employee Induction packs shall include the following documents:
  - 8.1 Employee scope of work.
  - 8.2 Proof of site-specific induction (Contractor).
  - 8.3 Copy of ID Document.
  - 8.4 Abbreviated CV for the management and Legal appointees.
  - 8.5 Proof of competence for handling Hazardous Chemical Substances.
  - 8.6 Valid entry medical certificate of fitness done by an Occupational Health Practitioner.
9. A dossier (Equipment Profile) for each fuel-driven vehicle or machine.
10. Copy of equipment registers to be used with copy of each item's inspection checklist.

11. Copy of nominated responsible person to conduct monthly inspections and proof of their competency.
12. Organogram of reporting structure: This document must provide all persons appointed in terms of OHS Act & Regulations (85 of 1993) including contact details. (Rev no, date, approval)  
All other statutory registers as required by the OHS Act No. 85 of 1993.
13. The Service Provider shall furnish the client with Periodic medicals every twelve months, as well as the Exit Medicals done by an Occupational Health Practitioner at the end of the contract.  
The contractor to ensure that their Health & Safety Management plan as well as their Baseline Risk Assessment includes the management of communicable diseases.  
As this is structural maintenance, certain Construction Regulations requirements will be applied.