

STELLENBOSCH MUNICIPALITY HEREBY INVITES YOU TO TENDER FOR B/SM: 116/25 APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING AND MAINTENANCE OF EARLY CHILDHOOD DEVELOPMENT CENTRES (KUYASA, SIZAMILE)

TENDER NUMBER: DESCRIPTION:	B/SM: 116/25 UPGRADING AND MAINTENANCE OF EARLY CHILDHOOD DEVELOPMENT CENTRES (KUYASA, SIZAMILE)
CLOSING DATE:	19 MAY 2025
CLOSING TIME: CIDB:	12h00: Bids will be opened in the Council Chambers or Supply Chain Management Boardroom. The following CIDB class of construction works will be applicable to the Tender, in accordance with the sum tendered or value determined in accordance with regulation 25(7A) of the Construction Industry Development Regulations, 2004 (as amended) – As of 23 May 2019 - Class of Construction Works: 4GB or higher with an Asbestos Certificate. If intended to subcontract the asbestos remover, asbestos certificate of subcontractor is required)
INFORMATION:	
Tender Specifications:	Isharlan Pillay at Tel: 021 812 6600; Email: qs4@csmeng.co.za
SCM Requirements:	Gerald Kraukamp at Tel: 021 808 8519 Email: gerald.kraukamp@stellenbosch.gov.za Natasha Siyengele at 021 808 8465; Email <u>natasha.siyengele@stellenbosch.gov.za</u>

Office hours for collection; 08h00-15h30

A Compulsory Clarification Meeting will be held at 11:00 on 7 MAY 2025, Kuyasa, Watergang Farmhouse, Luyolo Rd, Kayamandi, Stellenbosch, 7599. (-33.9169983,18.8393098)

Tenders may only be submitted on the Tender documentation issued by Stellenbosch Municipality and must be valid for **180** days after tender closing. Late, electronic format, telephonic or faxed Tenders will not be considered, and Stellenbosch Municipality does not bind itself to accept the lowest, part of or any Tender.

Sealed Tenders, with **B/SM: 116/25 APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING AND MAINTENANCE OF EARLY CHILDHOOD DEVELOPMENT CENTRES (KUYASA, SIZAMILE),** clearly endorsed on the envelope, must be deposited in the Tender box at the offices of the Stellenbosch Municipality, Town House Complex, Plein Street, Stellenbosch. The Tender box is accessible 24 hours a day and Tenders must be accompanied by the <u>completed</u> Tender documents. Tenders not accompanied by a complete Tender document, will not be considered.

NOTE: This tender will be evaluated in terms of the JBCC Contract, **CIDB Standards Conditions of Tender 2015**, Supply Chain Management Policy and relevant specification as depicted in the document and also the Stellenbosch Preferential Procurement Policy effective from 16 January 2023 in accordance with the Preferential Procurement Regulations that was promulgated by the Minister of Finance on 04 November 2022 in Government Gazette No 47452.

The preferential points system applied is as follows: 80/20 in terms of the approved policy.

Price	80
B-BBEE status level of contribution	<u>20</u>
Total points for Price and B-BBEE	100

The following conditions to Tender exist (failure to comply may result in your Tender being disqualified):

- 1. This Tender is subject to the CIDB Standard Conditions of Tender 2015 and Special Conditions of Tender;
- 2. Relevant terms of reference;
- 3. Tenderers must be registered on the Central Supplier Database (CSD) if they wish to conduct business with the municipality;
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Tender documents, in English, are available free of charge on the municipal website www.stellenbosch.gov.za, alternatively hard copies of the document are obtainable from the offices of the Supply Chain Management Unit, Stellenbosch Municipality, Town House Complex, 1st Floor, Plein Street, Stellenbosch, upon payment of a non-refundable fee of **R1,788.00** per document. Note: The Municipality will never contact you to pay money in exchange for the award of the tender

G Mettler (Ms) MUNICIPAL MANAGER



TENDER KENNISGEWING

STELLENBOSCH MUNISIPALITEIT NOOI U HIERMEE UIT OM TE TENDER

VIR

B/SM: 116/25 AANSTELLING VAN KONTRAKTEUR VIR DIE OPGRADERING EN ONDERHOUDINGSWERK VAN VROËE ONTWIKKELING VAN KINDERS SENTRUMS (KUYASA, SIZAMILE)

TENDER NOMMER:	B/SM:116/25
BESKRYWING:	OPGRADERING EN ONDERHOUDINGSWERK VAN VROËE ONTWIKKELING VAN KINDERS
	SENTRUMS (KUYASA, SIZAMILE)
SLUITINGS DATUM:	19 May 2025
TYD VAN SLUITINGS:	12h00: Tenders sal oopgemaak word in die Raadsaal of in die Voorsieningskettingbestuur
	Raadsaal
KIOR:	Die volgende KIOR klas vir konstruksiewerk sal op die bod van toepassing wees, in ooreenstemming
	met die totale bedrag getender of waarde bepaal in ooreenstemming met regulasie 25 (7A) van die
	Konstruksie-industrie Ontwikkelingsraad, Regulasies, 2004 (soos gewysig) (vanaf 23 Mei 2019) -
	Beraamde Klas van Konstruksie Werk: 4GB of hoër met 'n Asbessertifikaat. As beoog om die
	asbesverwyderaar te subkontrakteer, word asbessertifikaat van subkontrakteur vereis.)
<u>NAVRAE:</u>	
Tender spesifikasies:	Isharlan Pillay by 021 812 6600; E-pos: qs4@csmeng.co.za
VKB vereistes:	Gerald Kraukamp by 021 808 8519 E-pos: gerald.kraukamp@stellenbosch.gov.za
	Natasha Siyengele by 021 808 8465; E-pos natasha.siyengele@stellenbosch.gov.za
Kantoor Ure:	08h00-15h30

'n Verpligte inligtingsessie sal gehou word op 7 Mei 2025 om 11h00 te Kuyasa, Watergang Farmhouse, Luyolo Rd, Kayamandi, Stellenbosch, 7599. (-33.9169983,18.8393098)

Tenders mag slegs ingedien word op die tenderdokumentasie formaat verskaf deur Stellenbosch Munisipaliteit en moet geldig wees vir 180 dae na die sluitingsdatum. Laat, e-pos of gefakse tenders sal nie aanvaar word nie en Stellenbosch Munisipaliteit is nie verplig om die laagste of enige tender wat ingedien word te aanvaar nie.

Verseëlde tenders duidelik gemerk: "B/SM:116/25 OPGRADERING EN ONDERHOUDINGSWERK VAN VROËE ONTWIKKELING VAN KINDERS SENTRUMS (KUYASA, SIZAMILE)", op die koevert, moet geplaas word in Tenderbus by die kantore van Stellenbosch Munisipaliteit, Meenthuis Kompleks Pleinstraat, Stellenbosch. Die tenderbus is 24 uur per dag beskikbaar en tenders moet vergesel word met die voltooide stel tenderdokumente. Tenderaanbiedinge wat nie deur die volledige tenderdokument vergesel word nie, sal nie oorweeg word nie.

LET WEL: Hierdie tender sal geëvalueer word in terme van JBCC die KIOR Standaard Kontrakvoorwaardes vir Tenders 2015, Voorsieningskanaal Bestuursbeleid en relevante spesifikasies, soos vervat in die tender dokument asook die Stellenbosch Voorkeurverkrygingsbeleid effektief vanaf 16 Januarie 2023 in samewerking met die Voorkeurverkrygingsregulasies wat op 04 November 2022 deur die Minister van Finansies in Staatskoerant No 47452 afgekondig is.

Tenderaars mag voorkeurpunte eis in terme van hul B-BSEB status vlak van bydrae as volg:

Prys	80
BBSEB	20
Totale punte	100

Die volgende voorwaardes vir Tender geld (versuiming om hieraan te voldoen kan veroorsaak dat u Tender nie in ag geneem word nie):

- 1. Hierdie tender is onderworpe aan die KIOR Standaard Kontrakvoorwaardes vir Tenders
- 2015 en spesiale voorwaardes vir die tender;
- 2. Toepaslike opdrag.
- Tenderaars moet geregistreer wees op Sentrale verskaffersdatabasis (SVD) as hulle met die munisipaliteit sake wil doen. 3.
- 4. Geen toekenning sal gemaak word aan diensverskaffers wie se Belasting status ongeldig is.
- 5. Die tender wat ingedien moet word, moet in 'n verseëlde koevert wees wat duidelik gemerk is met die Tendernommer, wat in die tenderbus voor sluitingstyd geplaas word. Versuim sal tot gevolg hê dat die tender ongeldig is.

Tenderdokumente, s I e g s in Engels, is verkrygbaar by die kantoor van die Voorsieningskanaalbestuurseenheid, Stellenbosch Munisipaliteit, Meenthuis Kompleks, 1ste Vloer, Pleinstraat, Stellenbosch na betaling van 'n nie-terugbetaalde tenderdeelnamefooi van R1,788.00 per dokument. Alternatiewelik mag die dokument gratis afgelaai word van die munisipale webtuiste www.stellenbosch.gov.za. Let Wel: Die Munisipaliteit sal onder geen omstandighede u kontak om gelde te betaal in ruil vir toekenning van 'n Tender nie.

G Mettler (Ms)

MUNISIPALE BESTUURDER



V8 - 13/01/2025

TENDER NO.: B/SM 116/25

APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING AND MAINTENANCE OF EARLY CHILDHOOD DEVELOPMENT CENTRES (KUYASA, SIZAMILE)

VOLUME 3: PROCUREMENT DOCUMENT

NAME OF TENDERER:	
Total Bid Price (Inclusive of VAT) (<i>Refer to page 315)</i> :	
COMPLETION PERIOD IN WORKING DAYS:	
BBBEE LEVEL	

DATE: APRIL 2025

PREPARED AND ISSUED BY:

Directorate: Finance: Supply Chain Management Unit Stellenbosch Municipality, PO Box 17, Stellenbosch, 7599 CONTACT FOR ENQUIRIES REGARDING SPECIFICATIONS: Natasha Siyengele Project Manager: PMU Tel. Number: +27 21 808 8465



LIST OF PROJECT DOCUMENTS

The Tender Documents for this Contract comprise the following:

- 1 The Conditions of Contract are clauses 1 to 30 of the JBCC Principal Building Agreement (Edition 6.2 of July 2018) prepared by the Joint Building Contracts Committee. (as amended)
- 2 The Project Document, containing the Tender Notice, Conditions of Tender, Tender Data, Returnable Schedules, Standard Conditions of Tender, Contract Data, Project Specifications, Pricing Instructions, Bills of Quantity, Form of Offer and Site Information, is issued by the Employer. The Employer's Form of Acceptance and any correspondence from the selected Tenderer, Performance Security and all Addenda issued during the period of tender will also form part of this document once a successful tenderer has been appointed.
- Copies of this Principal Building Agreement may be obtained from the Association of South African Quantity Surveyors (011-3154140, 021-4626431), Master Builders Association (011-205-9000, 021-6852625), South African Association of Consulting Engineers (011-4632022) or South African Institute of Architects (011-4860684, 021-4247128)



V8 – 13/01/2025

PART A INVITATION TO BID

		o bid fo	R REQUIREMENT				IICIPALITY/ M	IUNICIF	PAL ENTITY)	
BID NUMBER:	BSM 116/25		CLOSING D		9 MAY				G TIME:	12:00
DESCRIPTION	RIPTION APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING AND MAINTENANCE OF EARLY CHILDHOOD DEVELOPMENT CENTRES (KUYASA, SIZAMILE)									
THE SUCCESSE	JL BIDDER W	'ILL BE R	EQUIRED TO FILL	. IN AND SIGN	N A WF	RITTEN	CONTRACT	FORM	(MBD7).	
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT STELLENBOSCH MUNICIPALITY, TOWN HOUSE COMPLEX, PLEIN STREET, STELLENBOSCH SUPPLIER INFORMATION										
NAME OF BIDDE	D									
POSTAL ADDRE										
STREET ADDRES										
TELEPHONE NU	MBER	CODE					NUMBER			
CELLPHONE NU	MBER			1						
FACSIMILE NUM	BER	CODE					NUMBER			
E-MAIL ADDRES	S									
VAT REGISTRAT NUMBER	ION			1				-		
TAX COMPLIANO	E STATUS	TCS PIN	l:			OR	CSD No:			
B-BBEE STATUS VERIFICATION CERTIFICATE	LEVEL	Yes				LEVE	EE STATUS L SWORN	Y	es	
[TICK APPLICABI		No No								
			CATION CERTIFIERENCE POINTS			FIDA	VIT (FOR EI	MES &	QSEs) MUS	T BE SUBMITTED
1. ARE YOU THE ACCREDITE REPRESENT	ED ATIVE IN					ļ	re you a Foreign bas Supplier fo			
SOUTH AFR		Yes	N	lo			THE GOODS SERVICES		Yes N	0
/SERVICES / OFFERED?	WORKS			•			WORKS			SWER PART B:3]
3. TOTAL NUME ITEMS OFFE						4. TC	TAL BID PR	CE		
5. SIGNAT BIDDER	TURE OF					6.	DATE			
									<u>I</u>	
WHICH THIS BID			Y BE DIRECTED T	·O·	TECH		INFORMATI		Y BE DIRECT	
DEPARTMENT			Y CHAIN MANAG				PERSON		ASHA SIYENG	
CONTACT PERS	ON		D KRAUKAMP						308 8465	
TELEPHONE NU		021 808			TELEPHONE NUMBER 021 808 8465 FACSIMILE NUMBER N/A					
FACSIMILE NUM		N/A	0010				RESS		sha.Sivengele	@stellenbosch.gov.za
E-MAIL ADDRES			.Kraukamp@ste	ellenbosch.						u
		3 <u>–</u> u			1					



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PART B TERMS AND CONDITIONS FOR BIDDING

1.	BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE ACCEPTED FOR CONSIDERATION.	BIDS WILL NOT BE
1 .2 .	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED - (NOT TO BE RE-T	YPED) OR ONLINE
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT PREFERENTIAL PROCUREMENT REGULATIONS, 2022, CIDB STANDARD CONDITIONS AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
2.	TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBE SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX S	
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.	
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; E. SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	ACH PARTY MUST
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPP (CSD), A CSD NUMBER MUST BE PROVIDED.	PLIER DATABASE
3.	QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	YES NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA?	YES NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	YES NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	🗌 YES 🗌 NO
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	🗌 YES 🗌 NO
CON	HE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGIST IPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (S/ GISTER AS PER 2.3 ABOVE.	ER FOR A TAX ARS) AND IF NOT
	FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.).

SIGNATURE OF BIDDER:

.....

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

.....



STELLENBOSCH • PNIEL • FRANSCHHOEK MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

STELLENBOSCH

V8 - 13/01/2025

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PART T1 TENDERING PROCEDURES

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T1.1 TENDER NOTICE AND INVITATION TO TENDER

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- 3. Tenderaars moet geregistreer wees op Sentrale verskaffersdatabasis (SVD) as hulle met die munisipaliteit sake wil doen.
- 4. Geen toekenning sal gemaak word aan diensverskaffers wie se Belasting status ongeldig is.
- 5. Die tender wat ingedien moet word, moet in 'n verseëlde koevert wees wat duidelik gemerk is met die Tendernommer, wat in die tenderbus voor sluitingstyd geplaas word. Versuim sal tot gevolg hê dat die tender ongeldig is.

Tenderdokumente, s l e g s in Engels, is verkrygbaar by die kantoor van die Voorsieningskanaalbestuurseenheid, Stellenbosch Munisipaliteit, Meenthuis Kompleks, 1ste Vloer, Pleinstraat, Stellenbosch na betaling van 'n nie-terugbetaalde tenderdeelnamefooi van **R1,788.00** per dokument. Alternatiewelik mag die dokument gratis afgelaai word van die munisipale webtuiste www.stellenbosch.gov.za. Let Wel: Die Munisipaliteit sal onder geen omstandighede u kontak om gelde te betaal in ruil vir toekenning van 'n Tender nie. G Mettler (Ms) **MUNISIPALE BESTUURDER**



T1.2 TENDER DATA

The Standard for Uniformity in Construction Procurement was first published in Board Notice 62 of 2004 in Government Gazette No 26427 of 9 June 2004. It was subsequently amended in Board Notice 67 of 2005 in Government Gazette No 27831 of 22 July 2005, Board Notice 99 of 2005 in Government Gazette No 28127 of 14 October 2005, Board Notice 93 of 2006 in Government Gazette No 29138 of 18 August 2006, Board Notice 9 of 2008 in Government Gazette No 30692, of 1 February 2008, Board Notice 11 of 2009 in Government Gazette No 31823 of 30 January 2009, Board Notice 86 of 2010 in Government Gazette No 33239 of 28 May 2010 and Board Notice 136 of 2015 in Government Gazette 38960 of 10 July 2015 (see www.cidb.org.za).

This edition incorporates the amendments made in Board Notice 136 of 2015 in Government Gazette 38960 of 10 July 2015 and the erratum notices issued thereafter.

The following variations, amendments and additions to the Standard Conditions of Tender as set out in the Tender Data below shall apply to this tender and shall be read in conjunction with the Standard Conditions of Tender 2015 (Tenderers to obtain their own copy for reference)

F.1 General

F.1.1 Actions Add the following:

The Employer is:

STELLENBOSCH MUNICIPALITY, represented by the Engineering Department. PO Box 17 Stellenbosch 7599

F.1.2 Tender Documents: JBCC

Add the following:

"The following documents form part of this contract:

VOLUME 1: The Conditions of Contract are clauses 1 to 30 of the JBCC Principal Building Agreement (Edition 6.2 of July 2018) Principal Building Agreement (Edition 5.0 of July 2007) prepared by the Joint Building Contracts Committee. (as amended)

This section of the tender document should be read in conjunction with Section 1: Preliminaries and General; of the Bills of Quantities that form part of the tender document.

Copies of this Principal Building Agreement may be obtained from the Association of South African Quantity Surveyors (011-3154140, 021-4626431), Master Builders Association (011-205-9000, 021-6852625), South African Association of Consulting Engineers (011-4632022) or South African Institute of Architects (011-4860684, 021-4247128)

VOLUME 2: For Preambles refer to "GENERAL PREAMBLES FOR TRADES 2017". These "GENERAL PREAMBLES", published by the Association of South African Quantity Surveyors, are deemed to be included in these Bills of Quantities and tenderers are to ensure that they are in possession thereof.

Volumes 1 and 2 may also be inspected, by appointment, at the offices of the Employer's Agent during normal office hours.



The tender documents issued by the Employer comprise:

VOLUME 3: The Tender Document (this document), in which is bound:

THE TENDER

Part T1 Tendering procedures

- T1.1 Tender Notice and Invitation to Tender
- T1.2 Tender Data
- T1.3 General Conditions of Tender

Part T2 Returnable documents

- T2.1 List of returnable documents
- T2.2 Returnable schedules

THE CONTRACT

Part C1 Agreements and Contract Data

- C1.1 Form of Offer and Acceptance
- C1.2 Contract Data
- C1.3 Performance Guarantee
- C1.4 Agreement in terms of Occupational Health and Safety Act, 1993
- C1.5 Contract of Temporary Employment of Community Liaison Officer

Part C2 Pricing Data

- C2.1 Pricing Instructions
- C2.2 Bill of Quantities

Part C3 Scope of Work

C3 Scope of Work

Part C4 Site Information

C4 Site Information

Part C5 Appendices

C5 Appendices

VOLUME 4: Drawings

Volume 3 is deemed the "Returnable Document" which must be returned to the Employer in terms of submitting a tender offer.



F.1.4 The Employer's agent is:

Add the following:

Attention is drawn to the fact that verbal information, given by the Employer's Agent during site visits / clarification meetings or at any other time prior to the award of the Contract, will not be regarded as binding on the Employer. Only information issued formally by the Employer in writing to tenderers will be regarded as amending the Tender Documents.

Name: Address:	CSM Consulting Services (Pty) Ltd Unit 11 Melcksloot Village, De Beers Avenue Firgrove Rural 7110
Contact person:	Eben Oosthuizen
Tel:	0861 878 252
Email:	structural7@csmeng.co.za

F.1.5 The Employer's right to accept or reject any tender offer *Add the following:*

F.1.5.3 The Employer may reject a tender if, in the opinion of the Employer, the tenderer will be unable to achieve the contract participation goal tendered, in the performance of the contract.

F.1.6.2 Competitive negotiation procedure

Add the following to F.1.6.2 A competitive negotiation procedure **will not** be followed.

F.1.6.3 Proposal procedure using two-stage system *Add the following to F.1.6.3:*

A two-stage system **will not** be followed.

F.2 Tenderer's obligations

F.2.1 Eligibility

Add the following:

Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

F.2.1.2 Construction Industry Development Board (CIDB) Registration

Only those tenderers who are registered with the CIDB, or are capable of being so registered prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations, for a 4GB or higher (If intended to subcontract, the electrical part of the tender, CIDB grading of 2EB is required from the subcontractor. If not subcontracted, bidder must have a 4GB or higher AND 2EB or higher) class of construction work, are eligible to have their tenders evaluated.

Joint ventures are eligible to submit tenders provided that:

- (1) every member of the joint venture is registered with the CIDB;
- (2) the lead partner has a contractor grading designation in the class of construction work; and
- (3) the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a class of construction work or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations.



F.2.1.4 Stellenbosch Municipality Suppliers Database Registration

The Employer will only enter into a formal contract with the successful tenderer who is registered on the Stellenbosch Municipality Supplier Database as well as Central Suppliers Database (CSD). In the case of joint venture partnerships this requirement will apply individually to each party of the joint venture.

Tenderers who wish to register on the Stellenbosch Municipality Supplier Database may collect registration forms from the Suppliers Database Administrator, Ms Nicolene Hamilton, contact number 021 808 8594 or Nicolene.hamilton@stellbosch.gov.za.

F.2.7 Clarification Meeting

Add the following:

The arrangements for a **compulsory** site meeting are stated in the Tender Notice and Invitation to Tender:

Tenderers should be represented at the site meeting by a person who is suitably qualified and experienced to comprehend the implications of the work involved. Tenderers must request a certificate of attendance for the virtual clarification meeting and sign the attendance list in the name of the tendering entity after attending the site meeting. Addenda will be issued to, and tenders will be received only from those tendering entities appearingon the attendance list.

F.2.12 Alternative Tender offers

Not Applicable to this Contract.

F.2.13 Submitting a tender offer

Add the following to F.2.13.3

- F.2.13.1 Where the tendering entity is a joint venture, it is recommended that the standard CIDB Joint Venture Agreement be used.
- F.2.13.2 Parts of each tender offer communicated on paper shall be submitted as an original, plus 0 (NIL) copies.
- F.2.13.5 Add the following to F.2.13.5

The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are:

Location of Tender box: Physical address:	Foyer on the ground floor of Stellenbosch Municipality STELLENBOSCH MUNICIPALITY 71 Plein Street Stellenbosch
Identification details:	Tender number: TENDER B/SM 116/25 Title of Tender: APPOINTMENT OF A CONTRACTOR
	FOR THE UPGRADING AND MAINTENANCE OF EARLY CHILDHOOD DEVELOPMENT CENTRES (KUYASA, SIZAMILE)

- *F.2.13.6* Add the following to *F*2.13.6 A two-envelope procedure **will not** be followed (F.3.5)
- F.2.13.9 Telephonic, facsimile or emailed tender offers will not be accepted.
- *F.2.13.10 Add the following sub-clause after F.2.13.9:* By signing the offer part C1.1 Offer and Acceptance the tenderer declares that all the information provided in the tender submission is true and correct.
- F.2.15 Closing time

Add the following to F.2.15.1:



F.2.15.1 The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender.

F.2.16 Tender offer validity

Add the following to F.2.16.1:

F.2.16.1 The tender offer validity period is **180 days**.

F.2.17 Clarification of tender offer after submission

Add the following to F.2.17:

A tender will be rejected as non-responsive if the tenderer fails to provide any clarification requested by the Employer, within the time for submission stated in the Employer's written request for such clarification. A tender will also be rejected as non-responsive if the tenderer fails, within the time stated in writing by the Employer, to comply with the requirements of G.3.20.1

F.2.20 Submit securities, bonds, policies, etc.

Add the following:

The successful Tenderer will be required to submit upon appointment from an approved insurer the Performance Bond to the format included in Part T2.2 of this procurement document.

F.2.22 Return of other tender document *Add the following:* Return all retained Tender Documents within 28 days after the expiry of the validity period.

F.2.23 Certificates

Add the following:

The Tenderer is required to submit the following with his tender:

F.2.23.1 Tax Compliance Status

Tenderers shall be registered and in good standing with the South African Revenue Services (SARS) and comply with conditions stated in MBD 1 (Part B).

Each party to a Consortium/Joint Venture shall comply to the conditions stated in MBD 1.

Tenderers are to note that the Employer will not award a contract to a Tenderer whose tax matters are not in order. Furthermore, the successful Tenderer (Contractor) is required to submit updated Tax Compliance Status information to the Employer should any current tax information status expire during the contract.

F.2.23.2 Bargaining Council Certificates

Tenderers must be registered with the relevant Bargaining Council (if such be in place) and must submit, with the tender, the applicable Certificate of Compliance (letter of good standing in terms of the relevant Government Gazette).

Each party to a Consortium/Joint Venture shall submit separate certificates in the above regard.

F.2.23.3 Broad-Based Black Economic Empowerment (B-BBEE) Status Level Certificate(s)

Tenderers shall submit documentary evidence/proof in the form of an original valid or certified copy B-BBEE Status Level verification certificate in terms of the Construction Sector Charter on Black Economic Empowerment, or an Exempted Micro Enterprise certificate issued by a registered auditor, accounting officer (as contemplated in section 60(4) of the Close Corporation Act, 1984 (Act No. 69 of 1984)) or an accredited verification agency, or certified copies thereof) in terms of the Preferential Procurement Regulations, 2022.

Consortiums/Joint Ventures will qualify for preference points, provided that the entity submits the relevant certificate/scorecard in terms of the Preferential Procurement Regulations, 2022. In the case of unincorporated entities, a verified scorecard in the name of the Consortium/Joint



Venture must be submitted with the tender.

F.3 The employer's undertaking

F.3.4 **Opening of tender submission**

Add the following:

The time and location for opening of the tender offers are:

Time Tenders will be opened immediately after the closing time for receipt of tender as stated in the Tender Notice and Invitation to Tender, or as stated in any Addendum extending the closing date.

Location: Bids will be opened in the Boardroom of Stellenbosch Municipality in public.

F.3.8 Test for responsiveness

Add the following to F3.8:

Tenders will be considered non-responsive if:

- the tender is not in compliance with the Scope of Work;
- the tenderer does not comply with the CIDB contractor grading designation as specified in F.2.1.2 above;
- the tenderer has failed to clarify or submit any supporting documentation within the time for submission stated in the Employer's written request.

F.3.9 Arithmetical errors, omissions and discrepancies

Delete the contents of Subclauses F.3.9.2 to F.3.9.4 and replace with the following:

- F.3.9.2 Check responsive tender offers for:
 - (a) the gross misplacement of the decimal point in any unit rate;
 - (b) omissions made in completing the pricing schedule or bills of quantities; or
 - (c) arithmetic errors in:
 - (i) line-item totals resulting from the product of a unit rate and a quantity in billsof quantities or schedules of prices; or
 - (ii) the summation of the prices.
- F.3.9.3 Correct arithmetic errors in the following manner:
 - (a) If bill of quantities (or schedule of quantities) or pricing schedules apply and there is an error in the line-item total resulting from the product of the unit rate and the quantity, the unit rate shall govern and the line-item total shall be corrected.
 - (b) Where there is an obviously gross misplacement of the decimal point in the unit rate, the line-item total as quoted shall govern, and the unit rate shall be corrected.
 - (c) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall be corrected.
- F.3.9.4 Notify the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with F.3.11 of all errors or omissions that are identified in the tender offer and invite the tenderer to confirm the tender offer as tendered and accept the corrected total of prices.
- F.3.9.5 Check responsive tender offers for unbalanced unit rates and request tenderers to consider amending and adjusting any rates declared unbalanced by the Employer in accordance with F.4.3 while retaining the total of the prices derived after any correction made in terms of this condition to tender.

Reject a tender offer if the tenderer does not correct or accept the correction of arithmetical errors and consider rejection of a tender offer if the tenderer refuses to amend/adjust an unreasonable, unbalanced rate in the manner described above.



F.3.11 Evaluation of tender offers

F.3.11.1 General

Add the following:

The tender evaluation method for the evaluation of all responsive tender offers will be **Method 1: Financial Offer and Preference** in accordance with F.3.11.2.

F.3.11.2 Method 1: Financial offer and preferences

The procedure for the evaluation of responsive tenders is **Method 1**, where the total number of tender evaluation points, $T_{EV} = N_{FO} + N_{P1}$ as detailed below.

- Where NFO is the number of tender evaluation points awarded for the financial offer made in accordance with F.3.11.7
 - N_{P1} is the number of tender evaluation points awarded for B-BBEE Status Level Contribution in accordance with F.3.11.8

F3.11.7 Scoring financial offers

Add the following:

The financial offer will be scored using Formula 2 (Option 1) where the value of W1:

(2) 80 points where the financial value inclusive of VAT of all responsive tenders received equals or is less than R50 000 000,00

Should the financial value inclusive of VAT be below R 50 000 000, the financial offers will be scored using Formula 2 (Option 1) where the value of W_1 is: 80 tender evaluation points. Up to a maximum of 100 minus W_1 namely 20 tender evaluation points will be awarded for Preference with responsive tenders scoring points in accordance with the80 Financial /20 Preference scoring criteria listed below.

80 Financial /20 Preference			
Points Description			
	FINANCIAL OFFER		
80	Price		
	PREFERENCES		
20	B-BBEE Status Level Contribution		

F3.11.8 Scoring preference

Add the following:

A maximum of 100 minus W_1 tender evaluation points will be awarded for preference to tenderers who submit responsive tenders and who are found to be eligible for the preference claimed, in accordance with the criteria listed below.

Points are based on a tenderer's scorecard measured in terms of the Broad-Based Black Economic Empowerment Act (Act No 53 of 2003) (B-BBEE) and the Regulations, 2022 to the Preferential Procurement Policy Framework Act (Act No 5 of 2000) (PPPFA).

Points awarded will be according to a tenderer's B-BBEE status level of contribution and summarised in the table below:

B-BBEE Contribution Level	80:20 Preference System
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant	0



Eligibility for preference points is subject to the following:

- (a) A tenderer's scorecard shall be based on the Construction Sector Codes of Practice promulgated in Government Gazette No 32305 of 5 June 2009; and
- (b) The scorecard shall be submitted as a certificate attached to Returnable Schedule Form C2; and
- (c) The certificate shall have been issued by a registered verification agency accredited by the South African National Accreditation System (SANAS), as contemplated in the B-BBEE Framework for Accreditation and Verification by all Verification Agencies promulgated in Government Notice No 810 of 31 July 2009; and
- (d) The date of issue of the certificate must be less than 12 (twelve) months prior to the advertised Tender closing date (see Tender Data F.2.15); and
- (e) Compliance with any other information requested to be attached to Returnable Schedule Form C2.

Tenderers shall note the following Conditions of Clause 11 of the Preferential Procurement Regulations 2022:

- (8) A tenderer (company/firm/entity) will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer intends sub-contracting more than 25% of the value of the contract to any other enterprises / sub-contractors that do not have an equal or higher B-BBEE Status Level than the prime contractor, unless the intended sub-contractors are Exempted Micro Enterprises that have the capability and ability to execute the sub-contract works;
- (9) A prime contractor will not be awarded points for B-BBEE status level if he indicates in his tender that he intends sub-contracting more than 25% of the value of the contract to sub-contractors that do not qualify for at least the points that the prime contractor qualifies for, unless the intended sub-contractors are Exempted Micro Enterprises that have the capability and ability to execute the sub-contract works.

Add the following new subclause:

F.3.11.10 Risk Analysis

Notwithstanding compliance with regard to CIDB registration or any other requirements of the tender, the employer will perform a risk analysis in respect of the following:

- a) reasonableness of the financial offer;
- b) reasonableness of unit rates and prices;
- c) the tenderers ability to fulfil its obligations in terms of the tender document, that is, that the tenderer can demonstrate that he/she possesses the necessary professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience, reputation, personnel to perform the contract, etc.;
- d) Minimum "C" Bank Rating as per Form A6 of the Returnable Schedules. A certificate will be obtained from the approved bank/institution to obtain the Bank Grading;

No tenderer will be recommended for an award unless the tenderer has demonstrated that he/she has the resources and skills required.

F.3.13 Acceptance of tender offer

Add the following:

- F.3.13.1 Tender offers will only be accepted if:
 - (a) Bidders must indicate their pin as provided by SARS to confirm validity of their Tax Clearance Certificate;
 - (b) the Tenderer submits a letter of intent from an approved insurer undertaking to provide the Performance Bond to the format included in Part T2.2 of this procurement document
 - (c) the Tenderer is registered with the Construction Industry Development Board in an appropriate contractor grading designation;
 - (d) the Tenderer or any of its directors/shareholders is not listed on the Register of Tender



Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004, as a person prohibited from doing business with the public sector;

- (e) the Tenderer has not:
 - (i) abused the Employer's Supply Chain Management System; or
 - (ii) failed to perform on any previous contract and has been given a written notice to this effect;
- (f) the Tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the Tenderer's ability to perform the Contract in the best interests of the Employer or potentially compromise the tender process;
- (g) the Tenderer is registered and in good standing with the compensation fund or with a licensed compensation insurer;
- (h) the Employer is reasonably satisfied that the Tenderer has in terms of the Construction Regulations, 2014, issued in terms of the Occupational Health and Safety Act, 1993, the necessary competencies and resources to carry out the work safely.
 - (i) the Tenderer has not failed to perform on any previous contracts and has not been given a written notice to this effect.

F.3.17 Provide copies of the contract

Add the following:

The number of paper copies of the signed Contract to be provided by the Employer is one.

The additional Conditions of Tender are:

G.3.20.1 Pre-qualification Criteria

Bidders will be evaluated based on pre-qualifying criteria; consideration is rather given to similar projects and key personnel. The bidder is to list **2 renovations/refurbishments and 1 asbestos** projects in Form A2 which satisfies the specified criteria

G.3.20.2 Similar successfully completed projects

Bidders must complete **Form A2**, T2.2 Returnable Schedules, which is a list of the bidder's past work experience in terms of similar successfully completed projects in the past. The value and scale of the projects indicated for these purposes must be supplied together with the other relevant information.

Note: Where the entity bidding is a joint venture, a score for track record will be awarded to each party to the joint venture which will then be combined in proportion to the percentage contribution of each party to the joint venture

G.3.20.3 Demonstrated experience of key-personnel

The work required in terms of this project is considered to require considerable expertise and it is essential that suitably qualified and experienced personnel be assigned to this project. It would be extremely advantageous if the key personnel to be directly involved with this contract have relevant experience related to similar successfully completed projects and particular fields of specialization.

Bidders must complete **Form A3**, T2.2 Returnable Schedules, for the key personnel identified for each listed position to point out similar successfully completed projects and experience that is relevant to this project for each of the key personnel indicated.

Note: One person only to qualify for each listed position. The key-personnel to be used in this regard will be subject to the approval of the Employer Agent prior to the commencement date of the contract. Should any of the persons identified in **Form A3**, T2.2 Returnable Schedules, not be available for the position which they are indicated for, then a suitable candidate with equal or superior tertiary qualification and/or relevant experience than that of the person which he/she replaces shall be used for every such position.

G.3.20.4 Similar successfully completed projects

Tenderers shall list a minimum of 2 renovations/refurbishments and 1 asbestos projects successfully completed projects in Form A2 (Part T2.2: Returnable Schedules), with respect to general building renovations/refurbishment construction works valued R3M or higher.



Failure to list a minimum of 2 renovations/refurbishments and 1 asbestos projects in the table below and Form A2, which satisfies the above-mentioned criteria, could result in the tender being considered non-responsive:

SIMILAR SUCCESSFULLY COMPLETED PROJECTS – BUILDING/REFURBISHMENT				
No.	Brief Description	Date Completed	Value	
1				
2				
3				

Tenderers shall list a minimum of 2 renovations/refurbishments and 1 asbestos successfully completed projects in Form A2 (Part T2.2: Returnable Schedules) with respect to General building renovations/refurbishment construction works valued at R3M or higher.

Failure to list a minimum of 2 refurbishment/renovations and 1 asbestos completed projects in the table above and Form A2 – with contactable references, which satisfy the above-mentioned criteria, could result in the tender being considered non-responsive:

G.3.20.5 Demonstrated experience of key personnel

Demonstrated experience of the bidder's key personnel to be directly involved with this contract (if awarded) will be evaluated based on the information supplied by the bidder in Form A3 of Part T2.2: Returnable Schedules and the table below.

Construction Manager with **relevant experience

Construction Supervisor (Main Foreman) with **relevant experience

An electrician must have a minimum National Certificate in Electrical Engineering (N1 to N6) or an equivalent qualification, accompanied by a Trade Test Certificate of Compliance from the Department of Labour.

The Occupational Health and Safety Officer must have a minimum NQF 5 in Occupational Health and Safety or an equivalent qualification, accompanied by professional registration as a Construction Health and Safety Officer with the South African Council for the Project and Construction Management Professions or the South African Institute of Occupational Safety and Health.

All listed key personnel to have **relevant experience, where they have handled projects in building renovations/refurbishment projects with a value R3M or higher.

Tenderers shall attach all required qualifications of the listed proposed key personnel and provide proof of authenticity for said qualifications (copy of qualifications).



Failure to complete Form A3, the table below and attach Key personnel CVs could result in the tender being considered non-responsive.

EXPERIENCE OF KEY PERSONNEL			
Position	Qualification	**Relevant	Qualifications
		Experience	and Proof
			Attached
	Type (*Degree/Diploma/None)	Years	Yes/No
Construction			
Manager			
Construction			
Supervisor			
(Main			
Foreman)			
Electrician			
Occupational			
Health and			
Safety Officer			

*A degree is qualified as a 3- or 4-year degree in a relevant discipline at a registered university. A diploma is qualified as a 3- or 4-year National Diploma in a relevant discipline obtained from a registered University or Technikon.

**The experience must be specifically relevant to the scope of work as described in the C3.1 and the schedule of quantities.

G.3.20.6 Tenderer shall be required to provide a valid Asbestos Removal and Disposal Certificate, issued by a service provider accredited by the South African Department of Employment and Labour in accordance with applicable legislation, including the Asbestos Abatement Regulations, 2020.

The Tenderer may engage a duly accredited subcontractor for the purposes of asbestos removal and disposal. In such a case, the Tenderer must submit the following documentation (as specified in the contract conditions):

- A copy of the subcontractor's accreditation certificate issued by the Department of Employment and Labour;

The Asbestos Removal and Disposal Certificate upon completion of the relevant work, confirming lawful and safe disposal in accordance with all regulatory requirements.

Failure to submit the above documentation may render the Tenderer non-responsive.



Annex F

(normative)

Alpha-numeric associated with the Contractor Grading Designations

Table F1: Contractor grading designations and associated parameters

Contractor Grading Designation	Tender Value Range designation	Maximum value of contract that a contractor is considered capable of performing (R)
1 (class of construction works)	1	500 000
2 (class of construction works)	2	1 000 000
3 (class of construction works)	3	3 000 000
4 (class of construction works)	4	6 000 000
5 (class of construction works)	5	10 000 000
6 (class of construction works)	6	20 000 000
7 (class of construction works)	7	60 000 000
8 (class of construction works)	8	200 000 000
9 (class of construction works)	9	No Limit

Table F2: Classes of construction work (see next page)



Table F2

CLASSES OF CONSTRUCTION WORK

Description	Design ation	Definition	Basic works types	Examples
Civil engineering works	CE	Construction works that are primarily concerned with materials such as steel, concrete, earth and rock and their application in the development, extension, installation, maintenance, removal,	Water, sewerage, roads, railways, harbours and transport, urban development and municipal services	Structures such as a cooling tower, bridge, culvert, dam, grand stand, road, railway, reservoir, runway, swimming pool, silo or tunnel. The results of operations such as dredging, earthworks and geotechnical processes. Township services, water treatment and supply, sewerage works, sanitation, soil conservation works,
Electrical engineering works (Infrastructur e)	EP	Construction works that are primarily concerned with development, extension, installation, removal, renovation, alteration or dismantling of engineering infrastructure: a) relating to the generation, transmission and distribution of electricity;	Electrical power generation, transmission, control and distribution equipment and systems.	Power generation Street and area lighting Substations and protection systems Township reticulations Transmission Lines Supervisory control and data acquisition systems
Electrical engineering works (buildings)	ЕВ	Construction works that are primarily concerned with the installation, extension, modification or repair of electricalinstallations in or on any premises used for the transmission of electricity from a point of control to a point of consumption, including any article forming part of such and installation.	All electrical equipment forming an integral and permanent part of buildings and/or structures, including any wiring, cable jointing and laying and electrical overhead line construction	Electrical installations in buildings Electrical reticulations within a plot of land (erf) or building site Standby plant and uninterrupted power supply Verification and certification of electrical installations on premises

Description	Designation	Definition	Basic works types	Examples
General building works	GB	 Construction works that: a) are primarily concerned with the development, extension, installation, renewal, renovation, alteration, or dismantling of a permanent shelter forits occupants or contents;or b) cannot be categorised in terms of the definitions provided for civil 	 Buildings and ancillary works other than those categorisedas being: c) civil engineering works; d) electrical engineering works; e) mechanical engineering works; or f) specialist works. 	Buildings for domestic, industrial, institutional or commercial occupanciesCar ports Fences other than classified as SS Stores Walls
Mechanical engineering works	ME	Construction works that are primarily concerned with the development, extension, installation, removal, alteration, renewal of engineering infrastructure for gas transmission and distribution, solid waste disposal, heating, ventilation and cooling, chemical works, metallurgical works, manufacturing, food processing and, materials handling	 Machine systems including those relating to the environment of building interiors: a) gas transmission and distribution systems b) pipelines c) solid waste disposal d) materials handling, lifting machinery, heating, ventilation and cooling, pumps, e) continuous process systems f) chemical works, metallurgical works, manufacturing, food processing such as thatin concentrator machinery and apparatus, oil and gas wells, smelters, cyanide plants, acid plants, metallurgical machinery, 	Air-conditioning and mechanical ventilation Boiler installations and steam distribution Central heating Centralised hot water generation Cranes and hoists Dust and sawdust extraction Compressed air, gas and vacuum installations Conveyor and materials handling installations Continuous process systems involving chemical works, metallurgical works, oil andgas wells, acid plants, metallurgical machinery, equipment and apparatus, and works necessary for the beneficiation of metals, minerals, rocks, petroleum and organic substances and other chemical processes Kitchen equipment Laundry equipment Lift installations and escalators Refrigeration and cold rooms

Description	Designation	Definition	Basic works types	Examples
		A subset of construction	The extension, installation, repair,	maintenance or renewal, or removal, of asphalt
works	SC	works identified and defined by the Board that involves specialist capabilities for its execution	The development, extension, insta with building excavations, shaft sir	llation, removal, and dismantling, as relevant,associated king and lateral earth support
	SD		•	llation, repair, renewal, removal, or alteration ofcorrosion
	SE		Demolition of buildings and engine	• /
SF The development, extension, installation, renewal, removal, or dismantling of fire prevention and protection infrastructure systems and fire installation)			llation, renewal, removal, renovation, alteration	
	SG		The development, extension, insta dismantling of glazing, curtain wall	llation, renewal, removal, renovation, alterationor s and shop fronts
	SH	-		llation, maintenance, renewal, removal, alteration or
	SI		The development, extension, installation, repair, maintenance, renewal, renewal, renewal, renewal, renewation, alteration or, dismantling of lifts, escalators, travellators and ho	-
	SJ			oval, or dismantling, as relevant, of piles andother
	SK		The installation, renewal, removal, markings and signage	alteration or dismantling, as relevant, road
	SL		The development, extension, insta dismantling of structural steelwork	llation, renewal, removal, renovation, alterationor and scaffolding
	SM		Timber buildings and structures	
	SN			maintenance, renewal, removal, renovation or proofing of basements, roofs and walls using
	SO		The development, extension, insta demolition of water installations an	llation, renewal, removal, alteration or dismantling or d soil and waste water drainage
	SQ		The development, extension, insta demolition of precast concrete or s	llation, repair, removal, alteration, dismantlingor teel fencing



T1.3 GENERAL CONDITIONS OF TENDER

- 1. Sealed tenders, with the "B/SM 116/25: APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING OF THE EXISTING PARTIAL CARE FACILITIES FOR STELLENBOSCH MUNICIPALITY" clearly endorsed on the envelope, must be deposited in the tender box at the offices of the Stellenbosch Municipality, Plein Street, Stellenbosch.
- 2. The tender must be lodged by the Tenderer in the tender box in the Main Hall Entrance, Stellenbosch Municipal Offices, Plein Street, Stellenbosch

PLEASE NOTE:

- 2.1. Tenders that are deposited in the incorrect box will not be considered.
- 2.2. Mailed, telegraphic or faxed tenders will not be accepted.
- 2.3. Documents may only be completed in non-erasable ink.
- 2.4. The use of correction fluid/tape is not allowed.
 - 2.4.1. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
 - 2.4.2. Alterations or deletions not signed by the Tenderer may render the tender invalid.
- 2.5. All bids must be submitted in writing on the official forms supplied (not to be re-typed)
- **2.6.** All prices shall be quoted in South African currency and be **INCLUSIVE of VAT.**
- 3. Any Tender received after the appointed time for the closing of Tenders shall not be considered but shall be filed unopened with the other Tenders received or may be returned to the Tenderer at his request.
- 4. Tenders may not be telefaxed to the Municipality and therefore any tenders received by fax will **not** be considered.
- 5. Tenders shall be opened in public at the Stellenbosch Municipal Offices as soon as possible after the closing time for the receipt of tenders.
- 6. The Municipality shall have the right to summarily disqualify any Tenderer who, either at the date of submission of this tender or at the date of its award, is indebted to the Municipality in respect of any rental, levies, rates and/or service charges; ALTERNATIVELY;
- 6.1. That an agreement be signed whereby the Tenderer agrees that a percentage or fixed amount at the discretion of the Municipality, be deducted from payments due to him for this tender, until the debt is paid in full.
- 6.2. The tenderer shall declare **all** the Municipal account numbers in the Stellenbosch Area for which the enterprise or the proprietors or directors in their personal capacity is/ are responsible or co-responsible.
- 7. This bid will be evaluated and adjudicated according to the following criteria:
 - 7.1. Relevant specifications
 - 7.2. Value for money
 - 7.3. Capability to execute the contract
 - 7.4. PPPFA & associated regulations



1. Centralised Supplier Database

No Bids will be awarded to a bidder who is not registered on the Centralised Supplier Database (CSD).

The CSD supplier number starting with (MAAA) number is automatically generated by the Central Database System after successful registration and validation of a prospective service provider. This number is now a mandatory requirement, as referred to in regulation 14(1) (b) of the Municipal Supply Chain Management Regulations, as part of the listing criteria for accrediting a prospective service provider. Prospective suppliers should self – register on the CSD website at www.csd.gov.za Registration on the CSD will be compulsory in order to conduct business with the STELLENBOSCH MUNICIPALITY. Registration on CSD can be done by contacting 021 808 8594 or Nicolene.Hamilton@stellenbosch.gov.za

Centralised Supplier Database No. MAAA.....



PART T2 RETURNABLE DOCUMENTS

T2.1	LIST OF RETURNABLE DOCUMENTS	30
T2.2	RETURNABLE SCHEDULES	31



T2.1 LIST OF RETURNABLE DOCUMENTS

The Tenderer must complete the following returnable documents:

- 1 RETURNABLE SCHEDULES REQUIRED FOR TENDER EVALUATION PURPOSES
- 2 OTHER DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES
- 3 RETURNABLE SCHEDULES THAT WILL BE INCORPORATED INTO THE CONTRACT
- 4 OTHER DOCUMENTS THAT WILL BE INCORPORATED INTO THE CONTRACT
- 5 C1.1 OFFER AND ACCEPTANCE (INCLUDED IN PART C1: AGREEMENT AND CONTRACT DATA)
- 6 C1.2 CONTRACT DATA (PART 2) DATA PROVIDED BY THE CONTRACTOR (INCLUDED IN PART C1: AGREEMENT AND CONTRACT DATA)
- 7 C1.3 PERFORMANCE GUARANTEE (PRO FORMA) (INCLUDED IN PART C1: AGREEMENT AND CONTRACT DATA)
- 8 C1.4 AGREEMENT IN TERMS OF OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 (ACT NO 85 OF 1993) (INCLUDED IN PART C1: AGREEMENT AND CONTRACT DATA)
- 9 C1.5 CONTRACT OF TEMPORARY EMPLOYMENT OF COMMUNITY LIAISON OFFICER
- 10 C2.2 BILL OF QUANTITIES (INCLUDED IN PART C2: PRICING DATA)



T2.2 RETURNABLE SCHEDULES

The Tenderer must complete the following returnable documents.

T2.2.1 RETURNABLE SCHEDULES REQUIRED FOR TENDER EVALUATION PURPOSES

Form A1:	Authority to Sign a Bid	34
Form A2:	Schedule of Work Experience of the Tenderer – Completed Contracts	37
Form A3:	Proposed Key Personnel	39
Form A4:	Schedule of Plant and Equipment	42
Form A5:	Schedule of Subcontractors	43
Form A6:	Financial References	45
Form A7:	Schedule of Current Commitments	46
Form A8:	Estimated Monthly Expenditure	47
Form A9:	Details of Alternative Tenders Submitted	48
Form A10:	Proposed Deviations and Qualifications by Tenderer	49
Form A11:	Certificate of Insurance Cover	50
Form A12:	Preliminary Construction Programme (for information purposes only)	51
Form A13:	Tax Clearance Certificate, Bargaining Council Certificate And Minimum	52
Form A14:	Confirmation of Contractor Enterprise Registration	53
Form A15:	Asbestos Removal Certificate	54
Form A16:	Returnable Document Checklist	55
T2.2.2 O	THER DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES	
Form B1:	Certificate of Tenderer's Attendance at the Site/Clarification Meeting	56

	5	
Form B2:	Proof of Registration with Construction Industry Development Board	57
Form B3:	Form Concerning Fulfilment of the Construction Regulations, 2014	58
Form B4:	Record of Addenda to Tender Documents	60
Form B5:	Letter of Intent to provide a Performance Guarantee	61



T2.2.3 R	ETURNABLE SCHEDULES THAT WILL BE INCORPORATED IN THE CONTRACT
Form C1:	Compulsory Enterprise Questionnaire 61
Form C2:	Preference points claim form in terms of the preferential procurement regulations 2022 – purchases/services 80/20 (MBD 6.1)
Form C3:	Declaration of Interest (MBD 4) 69
Form C4:	Declaration of Bidder's Past Supply Chain Management Practices (MBD 8)73
Form C5:	Certificate of Independent Bid Determination (MBD 9)75
Form C6:	Rendering of Services (MBD 7.2)
Form C7:	Health and Safety Plan 80
Form C8:	Certificate for Payment of Municipal Services
Form C9:	General Conditions of Tender
Form C10:	Declaration for Procurement above R10 Million (MBD 5)



FORM A1 AUTHORITY TO SIGN A BID

1. SOLE PROPRIETOR (SINGLE OWNER BUSINESS) AND NATURAL PERSON

1.1. I, _____, the undersigned, hereby confirm that I am

the sole owner of the business trading as_____

l,_____

OR 1.2.

- - _____, the undersigned, hereby confirm that I am submitting

this tender in my capacity as natural person.

SIGNATURE:	DATE	:
PRINT NAME:		
WITNESS 1:	WITN	ESS 2:

2. COMPANIES AND CLOSE CORPORATIONS

- 2.1. If a Bidder is a COMPANY, a certified copy of the resolution by the board of directors, duly signed, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company **must be submitted with this bid,** that is, before the closing time and date of the bid
- 2.2. In the case of a CLOSE CORPORATION (CC) submitting a bid, a resolution by its members, authorizing a member or other official of the corporation to sign the documents on their behalf, shall be included with the bid.

PARTICULARS OF RESOLUTION BY BOARD OF DIRECTORS OF THE COMPANY/MEMBERS OF THE CC

Date Resolution was taken							
Resolution signed by (name and surname)							
Сар	acity						
Nam	e and surname of deleg	gated Authorised Signatory					
Сар	acity						
Spec	imen Signature						
Full	name and surname of A	ALL Director(s) / Member (s)					
1.			2.				
3.	3.		4.				
5.			6.				
7.			8.				
9.			10.				
ls a	Is a CERTIFIED COPY of the resolution attached?				YES	NO	
SIGNED ON BEHALF OF COMPANY / CC:				DATE:			
PRIN	PRINT NAME:						
WITN	NESS 1:			WITNE	SS 2:		



1. PARTNERSHIP

We, the undersigned partners in the business trading as	hereby				
authorize Mr/Ms	to sign this bid as well as any contract				
resulting from the bid and any other documents and correspondence in connection with this bid and /or					
contract for and on behalf of the abovementioned partne	rship.				

The following particulars in respect of every partner must be furnished and signed by every partner:

	Full name of partner	Signature	
SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

2. CONSORTIUM

We, the undersigned consortium partners, hereby authorize_

___(Name of entity) to act as lead consortium partner and further authorize Mr./Ms. ___

To sign this offer as well as any contract resulting from this tender and

any other documents and correspondence in connection with this tender and / or contract for and on behalf of the consortium.

The following particulars in respect of each consortium member must be provided and signed by each member:

Full Name of Consortium Member	Role of Consortium Memb	Par Par	% ticipation	Signature
SIGNED ON BEHALF OF PARTNERSHIP:		DA	TE:	
PRINT NAME:				
WITNESS 1:		WITNESS 2:		



FORM A1.1 CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This returnable schedule is to be completed by JOINT VENTURES

We, the undersigned, are submitting this tender offer in joint venture and hereby authorize Mr./Ms.

authorized signatory of the Company/Close Corporation/Partnership (name)______ acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

(i) Name of firm (Le	d partner)		
Address			
Address		Tel. No.	
Signature		Designation	

(ii) Name of firm			
Address			
Address		Tel. No	
Signature		Design	ation

(iii)Name of firm			
Address:			
		Tel. No.	
Signature		Designation	

(iv) Name of firm			
Address			
		Tel. No.	
Signature		Designation	

NOTE: A copy of the Joint Venture Agreement showing clearly the percentage contribution of each partner to the Joint Venture, shall be appended to this Schedule.



FORM A2 SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – COMPLETED CONTRACTS

The tenderer shall insert in the spaces below a list of similar completed building work contracts awarded to him and those currently being undertaken of a similar nature (general building renovations/refurbishment construction works) in the past 5 years valued R3M or higher. This information is deemed to be material to the award of the contract. The bidder is to list at least 1 similar asbestos, and 2 similar renovations/refurbishment construction works projects in Form A2 which satisfies the specified criteria

COMPLETED CONTRACTS				
EMPLOYER (Name, Tel, Fax, Email)	Consulting Engineer (Name, Tel, Fax, Emai		VALUE OF WORK (INCL. VAT)	DATE COMPLETED
Project	Company			
Name	Name			
Tel	Tel			
Email	Email			
Project	Company			
Name	Name			
Tel	Tel			
Email	Email			
Project	Company			
Name	Name			
Tel	Tel			
Email	Email			
Project	Company			
Name	Name			
Tel	Tel			
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Email	Email			
Project	Company			
Name	Name			
Tel	Tel			
Email	Email			
Project	Company			
Name	Name			
Tel	Tel			
Email	Email			
Project	Company			
Name	Name			
Tel	Tel			
Email	Email			
Project	Company			
Name	Name			
Tel	Tel			
Email	Email			



Attach additional pages if mores space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)						
SIGNATURE	SIGNATURE NAME (PRINT)					
CAPACITY		DATE				
NAME OF FIRM						



FORM A3 PROPOSED KEY PERSONNEL

Demonstrated experience of the bidder's key personnel to be directly involved with this contract (if awarded) will be evaluated based on the information supplied by the bidder in Form A3 of Part T2.2: Returnable Schedules.

Construction Manager with **relevant experience

Construction Supervisor (Main Foreman) with **relevant experience

Electrician to have a minimum National Certificate in Electrical Engineering (N1 to N6) or equivalent qualification, complete with Trade Test Certificate of Compliance from the Department of Labour.

Occupational Health and Safety Officer to have a minimum NQF 5 in Occupational Health and Safety or equivalent qualification, complete with professional registration as a Construction Health and Safety Officer with the South African Council for the Project and Construction Management Professions.

All listed key personnel to have **relevant experience, where they have handled projects in building renovations/refurbishment projects with a value R3M or higher.

Tenderers shall attach all relevant qualifications of listed proposed key personnel and provide proof of authenticity for said qualifications.

Failure to complete Form A3 and the table below may result in the tender being considered non-responsive.

*A degree is qualified as a 3- or 4-year degree in a relevant disciple at a registered university. A diploma is qualified as a 3- or 4-year National Diploma in a relevant discipline obtained from registered University or Technicon.

**The experience must be specifically relevant to the scope of work as described in the C3.1 and the schedule of quantities



DESIGNATION	NAME AND NATIONALITY OF: (i) NOMINEE (ii) ALTERNATE	SUMMARY OF QUALIFICATIONS, EXPERIENCE AND PRESENT OCCUPATION
SITE OFFICE		
Construction Manager		
Construction Supervisor (Main)		
Electrician		
Occupational Health and Safety Officer		



DESIGNATION	NAME AND NATIONALITY OF: (i) NOMINEE (ii) ALTERNATE	SUMMARY OF QUALIFICATIONS, EXPERIENCE AND PRESENT OCCUPATION
SITE OFFICE		
Other key staff such as Quality Control Officer		
(give designation)		

Tenderers shall indicate the total amount of unskilled labour that will be required.

SKILL LEVEL	AMOUNT OF LABOUR THAT WILL BE REQUIRED
Unskilled	



FORM A4 SCHEDULE OF PLANT AND EQUIPMENT

The following are lists of major items of relevant equipment that I/we **presently** own or lease and will have available for this contract or will acquire or hire for this contract if my / our tender is accepted.

1. DETAILS OF MAJOR EQUIPMENT THAT IS OWNED BY AND IMMEDIATELY AVAILABLE FOR THIS CONTRACT.						
QUANTITY	QUANTITY DESCRIPTION SIZE CAPACITY					

Attach additional pages if mores space is required.

2. DETAIL OF MAJOR EQUIPMENT THAT WILL BE HIRED, ORE ACQUIRED FOR THIS CONTRACT IF MY / OUR TENDER IS ACCEPTED.					
QUANTITY DESCRIPTION, SIZE CAPACIT					

Attach additional pages if mores space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)				
SIGNATURE		NAME (PRINT)		
CAPACITY		DATE		
NAME OF FIRM				

Г



FORM A5 SCHEDULE OF SUBCONTRACTORS

The following CIDB class of construction works will be applicable to the Tender, in accordance with the sum tendered or value determined in accordance with regulation 25(7A) of the Construction Industry Development Regulations, 2004 (as amended) – As of 23 May 2019 - Class of Construction Works: **4GB or higher (If intended to subcontract, the electrical part of the tender, CIDB grading of 2EB is required from the subcontractor. If not subcontracted, bidder must have a 4GB or higher AND 2EB or higher)**

I/we the tenderer, notify the Stellenbosch Municipality that it is our intention to employ the following Subcontractors for work in this contract.

		SUBCONTRACTORS		
Category / Type	Subcontractor Name; Address; Contact Person; Tel. No.		Items of work (pay items) to be undertaken by the Subcontractor	Estimated cost of Work (Rand)
	Name of firm			
4	Contact person			
1.	Tel No			
	Address			
	Name of firm			
•	Contact person			
2.	Tel No			
	Address			
	Name of firm			
•	Contact person			
3.	Tel No			
	Address			
	Name of firm			
	Contact person			
4.	Tel No			
	Address			
	Name of firm			
-	Contact person			
5.	Tel No			
	Address			
Number of sl	heets appended t	by the tenderer to this schedule (<i>If nil, enter NIL</i>)		



Acceptance of this tender shall not be construed as approval of all or any of the listed subcontractors. Should any of the subcontractors not be approved subsequent to acceptance of thetender, this shall in no way invalidate this tender, and the tendered unit rates for the various items of work shall remain final and binding, even in the event of a subcontractor not listed above being approved by the Employer Agent.

SIGNATURE	NAME (PRINT)	
CAPACITY	DATE	
NAME OF FIRM		



FORM A6 FINANCIAL REFERENCES

Financial Statements

Notes to tenderer:

- 1. The minimum acceptable credit rating applicable to tenderers for this project is a C credit rating. Bank Codes will be requested over a period of 180 days on a pro-rata basis.
- 2. The tenderer's banking details as they appear below shall be completed.
- 3. In the event that the tenderer is a joint venture enterprise, details of all the members of the joint venture shall be similarly provided and attached to this form.

I/We agree, if required, to furnish an audited copy of the latest set of financial statements together with my/our Directors' and Auditors' report for consideration by the Employer.

Details of Company's Bank

I/We hereby authorise the Employer/Employer Agent to approach all or any of the following banks for the purposes of obtaining a financial reference:

DESCRIPTION OF BANK DETAIL	BANK DETAILS APPLICABLE TO TENDERER'S HEAD OFFICE
Name of bank	
Branch name	
Branch code	
Street address	
Postal address	
Name of manager	
Telephone number	
Fax number	
Account number	

Tenderer's Tax Details

Tenderer's VAT vendor registration number:

Tenderer's SARS tax reference number:



FORM A7 SCHEDULE OF CURRENT COMMITMENTS

Notes to Tenderer:

- 1. The Tenderer shall list below all Contracts currently under construction or awarded and about to commence and tenders for which offers have been submitted but awardsnot yet made.
- 2. In the event of a joint venture enterprise, details of all the members of the joint venture shall similarly be attached to this form.
- 3. The lists must be restricted to not more than 20 Contracts and 20 Tenders. If a tenderer's actual commitments or potential commitments are greater than 20 each, those listed should be in descending order of expected final contract value or sum tendered.

Table 1 Contracts awarded				
Employer	Project	Expected total value of contract (incl. VAT)	Duration (Months)	Expected completion date

Table 2 TENDERS NOT YET AWARDED				
Employer	Project	Sum Tendered (incl. VAT)	Tendered Duration (Months)	Expected commencement



FORM A8 ESTIMATED MONTHLY EXPENDITURE

The Tenderer shall state below the estimated value of work to be completed every month, based on his preliminary programme and his tendered unit rates.

The amount for contingencies must not be included.

MONTH	VALUE
1	R
2	R
3	R
4	R
5	R
6	R
7	R
8	R
	COMPLETION OF CONTRACT
SUB TOTAL	R
VAT (15%)	R
TOTAL	R



FORM A9 DETAILS OF ALTERNATIVE TENDERS SUBMITTED

Not applicable to this Contract

DESCRIPTION	

Attach additional pages if mores space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)		
--	--	--

SIGNATURE	NAME (PRINT)	
CAPACITY	DATE	
NAME OF FIRM		



FORM A10 PROPOSED DEVIATIONS AND QUALIFICATIONS BY TENDERER

The Tenderer should record any **proposed** deviations or qualifications he may wish to make to the Tender Documents in this Returnable Schedule. Alternatively, a tenderer may state such proposed deviations and qualifications in a covering letter attached to his tender and reference such letter in this schedule.

The Tenderer's attention is drawn to clause F.3.8 of the Standard Conditions of Tender referenced in the Tender Data regarding the Employer's handling of material deviations and qualifications.

If no deviations or modifications are desired, the schedule hereunder is to be marked **NIL** and signed by the Tenderer.

PAGE	CLAUSE OR ITEM	DESCRIPTION

Attach additional pages if mores space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)

SIGNATURE	NAME (PRINT)	
CAPACITY	DATE	
NAME OF FIRM		



FORM A11 CERTIFICATE OF INSURANCE COVER

Note to Tenderer:

In the event of the Tenderer being a joint venture/consortium, the details of the individual members must also be provided.

The Tenderer shall provide the following details of this insurance cover:

(i)	Name of Tenderer:
(ii)	Period of Validity:
(i)	Value of Insurance:
	Insurance for Works and Contractor's equipment
	Company:
	Value:
	Insurance for Contractor's personnel
	Company:
	Value:
	General public liability
	Company:
	Value:
	• SASRIA
	Company:
	Value:



FORM A12 PRELIMINARY CONSTRUCTION PROGRAMME (FOR INFORMATION PURPOSES ONLY)

The Tenderer shall attach a preliminary programme, as indicated below, to this Form in a Portable Document Format (PDF). This programme shall:

- be in the form of a bar chart (Gantt chart) or similar acceptable time/activity form reflecting the proposed sequence and tempo of execution of the various activities and the quantities that will be carried out every week under each of the elements, comprising the work for this contract;
- also indicate the point where the Tenderer intends to commence work operations and the direction in which the work will proceed;
- be in accordance with the information provided in Form A4: Schedule of Constructional Plant, Form A8: Estimated monthly expenditure, and with all other aspects of the Tender; and
- indicate planned working hours.

Details of the preliminary programme shall be appended to this Form.



FORM A13: TAX CLEARANCE CERTIFICATE, BARGAINING COUNCIL CERTIFICATE AND MINIMUM WAGE DECLARATION

(A) TAX CLEARANCE CERTIFICATE (Clause F2.23.1)

An original or certified valid Tax Clearance Certificate (valid at tender closing date) from the South African Revenue Services (SARS) shall be attached to this Schedule or proof that the tenderer has made arrangements with SARS to meet his or her outstanding tax obligations.

Each party to a Consortium/Joint Venture shall submit a separate Tax Clearance Certificate, or proof that he or she has made the necessary arrangements with SARS.

An original or certified valid Tax Clearance Certificate must be submitted together with this Schedule. Failure to submit an original and valid Tax Clearance Certificate will result in the invalidation of the tender/bid. Certified copies of the Tax clearance Certificate will not be acceptable.

(B) BARGAINING COUNCIL CERTIFICATE OF COMPLIANCE (Clause F.23.2)

Tenderers must be registered with a relevant Bargaining Council (if such be in place) and provide the applicable Certificate of Compliance in terms of the relevant Government Gazette.

Where applicable, a Certificate of Compliance issued by the relevant Bargaining Council shall be attached to this schedule.

Each party to a Consortium/Joint Venture shall attach separate certificates in the above regard.

(C) DECLARATION IN RESPECT OF MINIMUM WAGE

The tenderer, by signing this schedule, declares that not less than the statutory minimum wage shall be paid to employees, as applicable.

Number of sheets, appended by the tenderer to this Schedule (If nil, enter NIL).

SIGNED ON BEHALF OF TENDERER:



FORM A14: CONFIRMATION OF CONTRACTOR ENTERPRISE REGISTRATION

CIDB CONTRACTOR REGISTRATION

Refer to Tender Data clauses F.2.1.2, F.2.23.3: I/We hereby confirm my/our registration on the Construction Industry Development Board (CIDB) Contractor Database:

COMPANY NAME		CONTRACTOR		REGISTRATION
	GRADIN DESIGN		NUMBER AS APPLI	
	DEGION			

I/We attach a printed copy of the Active Contractor's Listing off the CIDB website www.cidb.org.za as documentary proof of the Contractor's Registration issued by the Construction Industry Development Board (CIDB) to this schedule.

Where a tenderer satisfies CIDB Contractor grading designation requirements through joint venture formation, such tenderers must submit the Certificates of Contractor Registration in respect of each partner.

CSD REGISTRATION (National Treasury Central Supplier Database)

COMPANY NAME	MAAA Registration No

Failure to affix such documentation as proof of Contractor Enterprise registration as prescribed to this Schedule shall result in this tender not being further considered for the award of the Contract.

Number of sheets, appended by the tenderer to this Schedule (If nil, enter NIL).

SIGNED ON BEHALF OF TENDERER:



FORM A15: ASBESTOS REMOVAL ACREDITATION CERTIFICATE

Tenderer shall be required to provide a valid Asbestos Removal and Disposal Certificate, issued by a service provider accredited by the South African Department of Employment and Labour in accordance with applicable legislation, including the Asbestos Abatement Regulations, 2020.

The Tenderer may engage a duly accredited subcontractor for the purposes of asbestos removal and disposal. In such case, the Tenderer must submit the following documentation (as specified in the contract conditions):

- A copy of the subcontractor's accreditation certificate issued by the Department of Employment and Labour;

The Asbestos Removal and Disposal Certificate upon completion of the relevant work, confirming lawful and safe disposal in accordance with all regulatory requirements.

Failure to submit the above documentation may render the Tenderer non-responsive.



FORM A16 RETURNABLE DOCUMENT CHECKLIST

This form has been created as an aid to ensure a tenderer's compliance with the completion of thereturnable schedules.

Reference No	een created as an aid to ensure a tenderer's compliance with the completion of the Document Description	Tick if completed
Form A1	Authority for signatory	
Form A1.1	Certificate of Authority for Joint Ventures	
Form A2	Schedule of work carried out by Tenderer	
Form A3	Proposed key personnel	
Form A4	Schedule of Plant and Equipment	
Form A5	Schedule of Proposed subcontractors	
Form A6	Tenderer's bank details and financial references	
Form A7	Schedule of current commitments	
Form A8	Estimated monthly expenditure	
Form A9	Details of alternative tenders submitted	
Form A10	Proposed deviations and qualifications by Tenderer	
Form A11	Certificate of insurance cover	
Form A12	Preliminary construction programme (for information purposes only)	
Form A13	Tax Clearance Certificate, Bargaining Council Certificate and Minimum Wage Declaration	
Form A14	Confirmation of Contractor Enterprise Registration	
Form A15	Asbestos Removal and Disposal Accreditation Certificate	
Form A16	Returnable document checklist	
Form B1	Certificate of Tenderer's attendance at the Site/Clarification meeting	
Form B2	Proof of registration with Construction Industry Development Board	
Form B3	Form concerning fulfilment of the Construction Regulations, 2014	
Form B4	Record of Addenda of Tender Documents	
Form B5	Letter of Intent to provide a Performance Bond	
Form C1	Compulsory Enterprise Questionnaire	
Form C2	Preference points claim form in terms of the preferential procurement regulations 2022 – purchases/services 80/20 (MBD 6.1)	
Form C3	Declaration of Interest (MBD 4)	
Form C4	Declaration of Bidder's Past Supply Chain Management Practices (MBD 8)	
Form C5	Certificate of Independent Bid Determination (MBD 9)	
Form C6	Rendering of Services (MBD 7.2)	
Form C7	Health and Safety Plan	
Form C8	Certificate for Payment of Municipal Services	
Form C9	General Conditions of Tender	
Form C10	Declaration for Procurement above R10 Million (MBD 5)	
Form C1.1	Form of Offer and Acceptance	
Form C1.2	Contract Data	
Form C1.3	Performance Guarantee	
Form C1.4	Agreement in Terms of the Occupational Health and Safety Act, 1993	
Form C2.2	Bills of Quantities	



FORM B1 CERTIFICATE OF TENDERER'S ATTENDANCE AT THE CLARIFICATION MEETING

Refer to tender conditions F.2.1 and F.2.7

This is to certify that I/we, (the representative(s))	
representing (the tenderer)	
of (address)	
telephone number	
fax number	
on (date)	

attended the site meeting, have examined the Site of the Works and its surroundings for which I/we am/are submitting this Tender and have, so far as is practicable, familiarized myself/ourselves with all the information, risks, contingencies and other circumstances which may influence of affect my/our Tender.

Attendance of the above person(s) at the Site Meeting is confirmed by:

EMPLOYER'S AGENT / REPRESENTATIVE: (Name)

SIGNED BY EMPLOYER'S AGENT / REPRESENTATIVE:

SIGNED ON BEHALF OF TENDERER:

Attendees of the Virtual Clarification Meeting may request a certificate of attendance to certify that I/we

have examined the Site of the Works and its surroundings for which I/we am/are submitting this Tender and have, so far as is practicable, familiarized myself/ourselves with all the information, risks, contingencies and other circumstances which may influence of affect my/our Tender. A valid certificate of attendance for the Virtual Clarification Meeting must be attached to the set of bid documents.

NB: Please note that no latecomers will be allowed.

For all compulsory briefing sessions/site meetings/clarification meetings/virtual clarification meetings, bids received from interested bidders that did not attend the meeting or arrived later than predetermined date and time, will be <u>disqualified</u>



FORM B2 PROOF OF REGISTRATION WITH CONSTRUCTION INDUSTRY DEVELOPMENT BOARD

CIDB Contractor Registration Certificate

Refer to Tender Data clauses F.2.1.2, F.2.23.3 and F.3.13.1:

I/We hereby confirm my/our registration on the Construction Industry Development Board (CIDB) Contractor Database:

COMPANY NAME	CIDB CONTRACTOR GRADING DESIGNATION	CRS REGISTRATION NUMBER AS APPLICABLE		

I/We attach a printed copy of the Active Contractor's Listing off the CIDB website <u>www.cidb.org.za</u> as documentary proof of the Contractor's Registration issued by the Construction Industry Development Board (CIDB) to this schedule.

Where a tenderer satisfies CIDB Contractor grading designation requirements through joint venture formation, such tenderers must submit the Certificates of Contractor Registration in respect of each partner.

Failure to affix such documentation as proof of Contractor Enterprise registration as prescribed to this Schedule shall result in this tender not being further considered for the award of the Contract.

Number of sheets, appended by the tenderer to this Schedule (If nil, enter NIL).

SIGNED ON BEHALF OF TENDERER:

.....



FORM B3 FORM CONCERNING FULFILMENT OF THE CONSTRUCTION REGULATIONS, 2014

In terms of Regulation 5(1)(h) of the Construction Regulations, 2014 (hereinafter referred to as the Regulations), promulgated on 7 February 2014 in terms of Section 43 of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993), the Employer shall not appoint a Contractor to perform construction work unless the Contractor can satisfy the Employer that his/her firm has the necessary competencies and resources to carry out the work safely and has allowed adequately in his/herTender for the due fulfilment of all the applicable requirements of the Act and the Regulations.

1 I confirm that I am fully conversant with the Regulations and that my company has (or will acquire/procure) the necessary competencies and resources to timeously, safely and successfully comply with all of the requirements of the Regulations. (Tick)

YES	
NO	

2 Proposed approach to achieve compliance with the Regulations

(Tick)

Own resources, competent in terms of the Regulations (refer to 3 below)	
Own resources, still to be hired and/or trained (until competency is achieved)	
Specialist subcontract resources (competent) - specify:	

3 Provide details of proposed key persons, competent in terms of the Regulations, who will form part of the Contract team as specified in the Regulations (CVs to be attached):



4 Provide details of proposed training (if any) that will be undergone:

Potential key risks identified and measures for addressing risks:

6 I have fully included in my tendered rates and prices (in the appropriate payment items provided in the Schedule of Quantities) for all resources, actions, training and any other costs required for the due fulfilment of the Regulations for the duration of the construction and defects repair period. (Tick)

.....

YES	
NO	

7 The Tenderer shall attach to this Form evidence that he is registered and in good standing with a compensation insurer who is approved by Department of Labour in terms of section 80 of the Compensation for Injury and Disease Act, 1993 (Act No 130 of 1993)(COID).

The Tenderer is required to disclose, by also attaching documentary evidence to this form, all inspections, investigations and their outcomes conducted by the Department of Labour into the conduct of the Tenderer at any time during the 36 months preceding the date of this Tender.

SIGNATURE OF PERSON(S) AUTHORISED TO SIGN THIS TENDER:

- 1 ID NO:.....
- 2 ID NO:

5



FORM B4 RECORD OF ADDENDA TO TENDER DOCUMENTS

We confirm that the following communications issued by the Employer before the submission of this Tender offer, amending the Tender Documents, have been taken into account in this Tender offer:

	Date	Title or details
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Attach additional pages if more space is required.

Signed: Date:

Name: Position:

SIGNED ON BEHALF OF TENDERER:



FORM B5 LETTER OF INTENT TO PROVIDE A PERFORMANCE GUARANTEE

It is hereby agreed that a Performance Bond drafted exactly as set out in the attached examples (See Section C1.3: Form of Guarantee) will be provided by the Surety named below:

Name of Surety (Bank or Insurer)	
Address:	
Signed:	
Name:	
0	
Capacity:	
On behalf of Tenderer (name of tenderer)	
Date:	
CONFIRMED BY Surety's Authoria	sed representative
Signatura(a)	
Signature(s):	
Name (print):	
Capacity	
1 2	
On behalf of Surety (Bank or Insurer)	
Date:	



FORM C1 COMPULSORY ENTERPRISE QUESTIONNAIRE

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise:

Section 2: VAT registration number, if any:

Section 3: CIDB registration number, if any:

Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*		

*Complete only if sole proprietor or partnership and attach separate page if more than 3 partners.

Section 5: Particulars of companies and close corporations

Company registration number:
Close corporation number:
Tax reference number:

Section 6: Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently, or has been within the last 12 months, in the service of any of the following:

	a member of any municipal council			an employee of any provincial
	a member of any provincial legislature			department, national or provincial
	a member of the National Assembly or the National Council of Province	within the meaning of the Pu	public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act	
	a member of the board of directors of any			No 1 of 1999)
 municipal entity an official of any municipality or municipal entity 			a member of an accounting authority of any national or provincial public entity	
				an employee of Parliament or a provincial legislature



If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*Insert separate page if necessary.

Section 7: Record of spouses, children and parents in the service of the state

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent or a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently, or has been within the last 12 months, in the service of any of the following:

 a member of any municipal council a member of any provincial legislature a member of the National Assembly or the National Council of Province a member of the board of directors of any municipal entity an official of any municipality or municipal entity 	 an employee of any provincial department, national or provincial publicentity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No 1 of 1999) a member of an accounting authority of any national or provincial public entity an employee of Parliament or a provincial legislature
---	--

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*Insert separate page if necessary.



The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

- (i) authorises the Employer to obtain a tax clearance certificate from the South African Revenue Services that my/our tax matters are in order;
- (ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act, 2004;
- (iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise, has within the last five years been convicted of fraud or corruption;
- (iv) confirms that I/we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the Tenderers or those responsible for compiling the Scope of Work that could cause or be interpreted as a conflict of interest; and
- (v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed: Date:	
---------------	--

Name: Position:

Enterprise name:



FORM C2 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 – PURCHASES / SERVICES 80/20 (MBD 6.1)

NB:

Before completing this form, bidders must study the general conditions, definitions and directives applicable in respect of B-BBEE, as prescribed in the Preferential Procurement Regulations, 2022 and the Stellenbosch Preferential Procurement Policy 2022/23.

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution and any other applicable preference.

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids:
 - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2
- a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).
- 1.3 Points for this bid shall be awarded for:
 - (a) Price;
 - (b) B-BBEE Status Level of Contributor. and
- 1.4 The maximum points for this bid are allocated as follows:

	POINTS	POINTS
PRICE	80	90
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20	10
Total points for Price and BBBEE (must	100	100
not exceed 100)		

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.



2. DEFINITIONS

- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "price" includes all applicable taxes less all unconditional discounts;
- (h) **"proof of B-BBEE status level of contributor"** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
 - (i) "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
 - (j) "Specific goals" means specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No. 16085 dated 23 November 1994;
- (k) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

4. POINTS AWARDED FOR PRICE

4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis: 80/20 or 90/10

 $Ps = 80 \left(1 - \frac{Pt - P\min}{P\min}\right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P\min}{P\min}\right)$ Where Ps = Points scored for price of bid under consideration Pt = Price of bid under consideration Pmin = Price of lowest acceptable bid



4.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME-**GENERATING PROCUREMENT**

4.3 POINTS AWARDED FOR PRICE

80/20

A maximum of 80 or 90 points is allocated for price on the following basis: or

90/10

$$Ps = 80\left(1 + \frac{Pt - Pmax}{Pmax}\right)$$
 or $Ps = 90\left(1 + \frac{Pt - Pmax}{Pmax}\right)$

Where

Ps Points scored for price of bid under considerationPt =

Price of bid under consideration

Pmax = Price of highest acceptable bid

POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR 5.

- 5.1 In terms of Regulation 4 (2) and 5 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining a specific goal specified for the tender
- 5.2 The tendering conditions will stipulate the specific goals, as contemplated in section 2(1)(d)(ii) of the Preferential Procurement Act, be attained.
- A maximum of 20 points (80/20 preference points system) or 10 (90/10) preference points 5.3 system), must be allocated for specific goals. These goals are :
- a) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability.
 - 5.4 A tenderer must submit proof of its BBBEE status level contributor.
 - 5.5 A tenderer failing to submit proof of BBBEE status level of contributor -
 - 5.6.1 may only score in terms of the 80/90-point formula for price; and
 - 5.6.2 scores 0 points out of 10/5 BBBEE status level of contributor, which is in line with section 2 (1) (d) (i) of the Act, where the supplier or service provider did not provide proof thereof.

BID DECLARATION 6.

6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution and/or Locality must complete the following:

7. **B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

- 7.1 B-BBEE Status Level of Contributor: . =(maximum of 5 or 10 points) (Points claimed in respect of paragraph 7.1 must be substantiated by relevant proof of B-BBEE status level of contributor.)
- 7.2 Within the boundaries of Stellenbosch Municipality (WC024)?

YES NO			
	YES	NO	

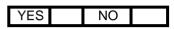
Business Address



(Points claimed in respect of paragraph 7.2 must be substantiated by relevant proof that the business premises is situated in the Municipal area of Stellenbosch (WC024). A valid municipal account or proof of valid lease agreement, or sworn affidavit must be attached)

8. SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted? (*Tick applicable box*)



- 8.1.1 If yes, indicate:
 - i) What percentage of the contract will be subcontracted%
 - ii) The name of the sub-contractor.....
 - iii) The B-BBEE status level of the sub-contractor.....
 - iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES NO

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

9. DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm:..... 9.2 VAT registration number:..... 9.3 Company registration number:.... TYPE OF COMPANY/ FIRM 9.4 Partnership/Joint Venture / Consortium γ One person business/sole propriety γ γ Close corporation Company γ (Pty) Limited ľ [TICK APPLICABLE BOX] 9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES



9.6 COMPANY CLASSIFICATION

- 1 Manufacturer
- r Supplier
- rProfessional service provider
- 1 Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION

Municipality where business is situated: Registered Account Number: Stand Number: Total number of years the company/firm has been in business:.....

- 9.8 Total number of years the company/firm has been in business:.....
 9.9 I/we, the undersigned, who is / are duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:
 - i) The information furnished is true and correct;
 - ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
 - iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
 - iv) If the B-BBEE status level of contributor points has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has beenapplied; and
 - (e) forward the matter for criminal prosecution.

SIGNATURE OF BIDDER(S):		
WITNESS 1:	WITNESS 2:	
DATE:		
ADDRESS:		



FORM C3 DECLARATION OF INTEREST (MBD 4)

- 1. No bid will be accepted from persons in the service of the state¹.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related persons in service of the state, it is required that the bidder or their authorized representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.
- 3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid:

3.1.	Full Name of bidder or his or her representative							
3.2.	Identity Number							
3.3.	Position occupied in the Company (director, shareholder ² etc.)							
3.4.	Company Registration Number							
3.5.	Tax Reference Number							
3.6.	VAT Registration Number							
3.7.	Are you presently in the service of the state?				YE	S	NO	
3.7.1.	If so, furnish particulars:							

- 1 MSCM Regulations: "in the service of the state" means to be -
- a. a member of
 - *i.* any municipal council;
 - ii. any provincial legislature; or
 - iii. the National Assembly or the National Council of Provinces;
- b. a member of the board of directors of any municipal entity;
- c. an official of any municipality or municipal entity;
- d. an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- e. an executive member of the accounting authority of any national or provincial public entity; or
- f. an employee of Parliament or a provincial legislature.
- 2 "Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.



3.8.	Have you been in the service of the state for the past twelve months?	YES	1	NO	
3.8.1.	If so, furnish particulars:				
	Do you have any relationship (family friend other) with persons in the convice of the				
3.9.	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?	YES		NO	
3.9.1.	If so, furnish particulars:				
3.10.	Are you aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?	YES		NO	
3.10.1.	If so, furnish particulars:	-			
3.11.	Are any of the company's directors, managers, principal shareholders or stakeholders in the service of the state?	YES		NO	
3.11.1.	If so, furnish particulars:				
3.12.	Is any spouse, child or parent of the company's directors, managers, principal shareholders or stakeholders in the service of the state?	YES		NO	
3.12.1.	If so, furnish particulars:				

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3.13.	Do you or any of the directors, trustees, managers, principal shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?	YES	NO	
3.13.1.	If so, furnish particulars:			

3.14.	Please provide the following information on ALL directors/shareholders/trustees/members below:									
Full Name and Surname		Identity Number	Personal Income Tax Number	Provide State ³ Employee Number						

NB:

- a) PLEASE ATTACH CERTIFIED COPY(IES) OF ID DOCUMENT(S)
- PLEASE PROVIDE PERSONAL INCOME TAX NUMBERS FOR ALL DIRECTORS / b) SHAREHOLDERS / TRUSTEES / MEMBERS, ETC.

4. DECLARATION

I, the undersigned (name)_

certify that the information furnished in paragraph 3 above is correct.

- any municipal council; i.
- ii. any provincial legislature; or
- the National Assembly or the National Council of Provinces; iii.
- a member of the board of directors of any municipal entity;
- b. an official of any municipality or municipal entity; C.
- d. an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- e. an executive member of the accounting authority of any national or provincial public entity; or
- f. an employee of Parliament or a provincial legislature.

³ MSCM Regulations: "in the service of the state" means to be -

а. a member of -



I accept that the state may act against me should this declaration prove to be false.

SIGNATURE	DATE	
NAME OF SIGNATORY		
POSITION		
NAME OF COMPANY		



FORM C4: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES (MBD 8)

- 1. This Municipal Bidding Document must form part of all bids invited.
- 2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3. The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - (i) abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - (ii) been convicted for fraud or corruption during the past five years;
 - (iii) wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - (iv) been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the audi alteram partem rule was applied).	Yes	No
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury's website, <u>www.treasury.gov.za</u> , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Registerto facsimile number (012) 3265445).	Yes	No
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No



4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
4.5.1	If so, furnish particulars:		

5. CERTIFICATION

I, the undersigned (full name),_____, certify that

the information furnished on this declaration form true and correct.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

SIGNATURE:	NAME (PRINT):	
CAPACITY:	DATE:	
NAME OF FIRM:		



FORM C5: CERTIFICATE OF INDEPENDENT BID DETERMINATION (MBD 9)

- 1. This Municipal Bidding Document (MBD) must form part of all bids invited.
- 2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).⁴ Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
- 3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - 3.1. take all reasonable steps to prevent such abuse;
 - 3.2. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - 3.3. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4. This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5. In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:



CERTIFICATE OF INDEPENDENT BID DETERMINATION:

In response to the invitation for the bid made by:

STELLENBOSCH MUNICIPALITY

I, the undersigned, in submitting the accompanying bid, hereby make the following statements that I certify to be true and complete in every respect:

- 1. I have read and I understand the contents of this Certificate;
- 2. I understand that the accompanying bid will be disqualified if this Certificate is found not tobe true and complete in every respect;
- 3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
- 4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
- 5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not

⁴ Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.



Affiliated with the bidder, who:

- 5.1. has been requested to submit a bid in response to this bid invitation;
- 5.2. could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
- 5.3. provides the same goods and services as the bidder and/or is in the same line of business as the bidder
- 6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium⁵ will not be construed as collusive bidding.
- 7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

7.1. prices;

- 7.2. geographical area where product or service will be rendered (market allocation)
- 7.3. methods, factors or formulas used to calculate prices;
- 7.4. the intention or decision to submit or not to submit, a bid;
- 7.5. the submission of a bid which does not meet the specifications and conditions of the bid;or
- 7.6. bidding with the intention not to win the bid.
- 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

SIGNATURE	NAME (PRINT)	
CAPACITY	DATE	
NAME OF FIRM		

⁵ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



FORM C6: RENDERING OF SERVICES (MBD 7.2)

NOTE:

- 1. This form must be completed in duplicate by both the successful bidder (Part 1) and the purchaser (Part 2). Both forms must be signed in the original so that the successful bidder and the purchaser will be in possession of originally signed contracts for their respective records.
- 2. NO correction fluid/tape may be used.
- 3. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.

PART 1 (to be completed by the TENDERER)

I hereby undertake to render services described in the attached bidding documents to **Stellenbosch Municipality**, in accordance with the requirements and task directives / proposals specifications stipulated in Tender Number **B/SM 116/25: APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING OF THE EXISTING PARTIAL CARE FACILITIES FOR STELLENBOSCH MUNICIPALITY** at the price(s) quoted below / as per pricing schedule. My offer(s) remain(s) binding upon me andopen for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.

1. The following documents shall be deemed to form and be read and construed as part of this agreement:

Bidding documents, viz

- (a) Invitation to bid
- (b) Tax clearance certificate
- (c) Pricing schedule(s)
- (d) Filled in task directive/proposal
- (e) Preference claims in terms of the Preferential Procurement Regulations 2022
- (f) Declaration of interest
- (g) Special Conditions of Contract; and
- (h) General Conditions of Contract.
- 2. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
- 3. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
- 4. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
- SIGNATURENAME
(PRINT)CAPACITYDATENAME OF
FIRMWITNESS 1:WITNESS 1:WITNESS 2:DATE:
- 5. I confirm that I am duly authorized to sign this contract.



CONTRACT FORM – RENDERING OF SERVICES

PART 2 (to be completed by STELLENBOSCH MUNICIPALITY)

1.	l,		,
	in my capacity as		,
	accept your bid under reference number	dated	,
	for the rendering of services indicated hereunder and/or furt	her specified in the anr	nexure(s)

- 2. An official order indicating service delivery instructions is forthcoming.
- 3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.
- 4. I confirm that I am duly authorized to sign this contract.

SIGNED AT	on this da	v of	20	
	da	, <u> </u>		<u> </u>

TO BE COMPLETED BY THE STELLENBOSCH MUNICIPALITY					
SIGNATURE:		OFFICIAL STAMP:			
NAME (PRINT):					
WITNESS 1:					
WITNESS 2:					



FORM C7: HEALTH AND SAFETY PLAN

Tenderers are to note the requirements of the Occupational Health and Safety Act No. 85 of 1993 and the Construction Regulations 2014 of the Act. The tenderer shall be deemed to have read and fully understood the requirements of the above Act and Regulations and to have allowed for all costs in compliance therewith.

In this regard the tenderer shall prepare and attach a Health and Safety Plan in respect of the Works in order to demonstrate the necessary competencies and resources to perform the construction work all in accordance with the Act and Regulations. Such Health and Safety Plan shall cover inter-alia the following details:

- (1) Management Structure, Site Supervision and Responsible Persons including a succession plan.
- (2) Contractor's induction training programme for employees, sub-contractors and visitors to the Site.
- (3) Health and safety precautions and procedures to be adhered to in order to ensure compliance with the Act, Regulations and Safety Specifications.
- (4) Regular monitoring procedures to be performed.
- (5) Regular liaison, consultation and review meetings with all parties.
- (6) Site security, welfare facilities and first aid.
- (7) Site rules and fire and emergency procedures.

Tenderers are to note that the Contractor is required to ensure that all sub-contractors or others engaged in the performance of the contract also comply with the above requirements.

The tenderer shall also take into account the additional requirements stated in the Project Specifications when drawing up the Health and Safety Plan for the contract.

Details of the Health and Safety Plan shall be appended to this Form.

Number of sheets, appended by the tenderer to this Form......(If nil, enter NIL).

SIGNED ON BEHALF OF TENDERER:



FORM C8: CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES

DECLARATION IN TERMS OF CLAUSE 112(1) OF THE MUNICIPAL FINANCE MANAGEMENT ACT (NO.56 OF 2003)

(full name and ID no.), hereby L acknowledge that according to SCM Regulation 38(1)(d)(i), the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Stellenbosch Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.

I declare that I am duly authorized to act on behalf of

(name of the firm) and hereby declare, that to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.

I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract.

PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER	MUNICIPAL ACCOUNT NUMBER

FURTHER DETAILS OF THE BIDDER'S Director / Shareholder / Partners, etc.:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

NB:

Please attach certified copy(ies) of ID document(s) and Municipal Accounts

If the entity or any of its Directors/Shareholders/Partners, etc. rents/leases premises, a copy of the rental/lease agreement must be submitted with this tender.

Signature	Position	Date



FORM C9: GENERAL CONDITIONS OF TENDER

- 9. Sealed tenders, with the **"Tender Number and Title"** clearly endorsed on the envelope, must be deposited in the **tender box** at the offices of the Stellenbosch Municipality, Plein Street, Stellenbosch.
- 10. The tender must be lodged by the Tenderer in the tender box in the Main Hall Entrance, Stellenbosch Municipal Offices, Plein Street, Stellenbosch

PLEASE NOTE:

- 10.1. Tenders that are deposited in the incorrect box will not be considered.
- 10.2. Mailed, telegraphic or faxed tenders will not be accepted.
- 10.3. Documents may only be completed in non-erasable ink.
- 10.4. The use of correction fluid/tape is not allowed.
 - 10.4.1. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
 - 10.4.2. Alterations or deletions not signed by the Tenderer may render the tender invalid.
- 10.5. All bids must be submitted in writing on the official forms supplied (not to be re-typed)
- **10.6.** All prices shall be quoted in South African currency and be **INCLUSIVE of VAT.**
- 11. Where the value of an intended contract will exceed R1 000 000, 00 (R1 million) it is the bidder's responsibility to be registered with the South African Revenue Service (SARS) for VAT purposes in order to be able to issue tax invoices. The municipality will deem theprice above R 1 000 000, 00 (R1 million) to be VAT inclusive even if it is indicated that no VAT is charged. Please insure that provision is made for VAT in these instances.
 - 3.1 It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice.
 - **3.2** The amended Value-Added Tax Act requires that a Tax Invoice for supplies in excess of R3 000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005. The VAT registration number of the Stellenbosch Municipality is **4700102181**.
- 3 Any Tender received after the appointed time for the closing of Tenders shall not be considered but shall be filed unopened with the other Tenders received or may be returned to the Tenderer at his request.
- 4 Tenders may not be telefaxed to the Municipality and therefore any tenders received by fax will **not** be considered.
- 5 Tenders shall be opened in public at the Stellenbosch Municipal Offices as soon as possible after the closing time for the receipt of tenders.
- 6 The Municipality shall have the right to summarily disqualify any Tenderer who, either at the date of submission of this tender or at the date of its award, is indebted to the Municipality in respect of any rental, levies, rates and/or service charges; ALTERNATIVELY;
- 6.1 That an agreement be signed whereby the Tenderer agrees that a percentage or fixed amount at the discretion of the Municipality, be deducted from payments due to him for this tender, until the debt is paid in full.
- 6.2 The tenderer shall declare **all** the Municipal account numbers in the Stellenbosch Area for which the enterprise or the proprietors or directors in their personal capacity is/ are responsible or co-responsible.
- 7 This bid will be evaluated and adjudicated according to the following criteria:



7.1 Relevant specifications7.2 Value for money7.3 Capability to execute the contract7.4 PPPFA & associated regulations

8 Service Level Agreement

The award of the tender is subject to the signing of a Service Level Agreement (SLA) between the successful bidder and Stellenbosch Municipality.

9 Centralised Supplier Database

No Bids will be awarded to a bidder who is not registered on the Centralised Supplier Database (CSD).

The CSD supplier number starting with (MAAA) number is automatically generated by the Central Database System after successful registration and validation of a prospective service provider. This number is now a mandatory requirement, as referred to in regulation 14(1) *(b)* of the Municipal Supply Chain Management Regulations, as part of the listing criteria for accrediting a prospective service provider. Prospective suppliers should self – register on the CSD website at www.csd.gov.za Registration on the CSD will be compulsory in order to conduct business with the STELLENBOSCH MUNICIPALITY. Registration on CSD can be done by contacting 021 808 8594 or Nicolene.Hamilton@stellenbosch.gov.za

Centralised Supplier Database No. MAAA:



FORM C10: DECLARATION FOR PROCUREMENT ABOVE R10 MILLION MBD 5)

For all procurement expected to exceed R10 million (VAT included), bidders must complete the following questionnaire:

1. Are you by law requi	red to prepare annual financial statements f	or auditing?	١	YES	NO		
1.1. If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.							
	2. Do you have any outstanding undisputed commitments for municipal services towards a municipality or any other service provider in respect of which payment is overdue for more than 30 days? NO						
municipality of	rves to certify that the bidder has no und or other service provider in respect of which				toward	s a	
2.2. If yes, pr	ovide particulars.						
	been awarded to you by an organ of state d s of any material non-compliance or dispute			YES	NO		
3.1. If yes, fu	rnish particulars						
4 Will on uportion of go	ada ar aonicas ha sourced from outside th	Depublic and if as w	hot				
4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic? YES							
4.1 If yes, fu	rnish particulars						
CERTIFICATION							
	I, the undersigned (name), certify that the information furnished on this declaration form is correct.						
I accept that the state m	ay act against me should this declaration p	rove to be false.					
SIGNATURE		DATE					
NAME (PRINT)							
CAPACITY							
NAME OF FIRM							



THE CONTRACT

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PART C1 AGREEMENT AND CONTRACT DATA

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C1.1 FORM OF OFFER AND ACCEPTANCE (AGREEMENT)

OFFER

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a Contract in respect of the following works:

Contract No. B/SM: 116/25 APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING AND MAINTENANCE OF EARLY CHILDHOOD DEVELOPMENT CENTRES (KUYASA, SIZAMILE) The Tenderer, identified in the Offer signature block below, has examined the documents listed in the Tender Data and addenda thereto as listed in the Tender Schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Contractor under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contractidentified in the Contract Data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE-ADDED TAX IS

	Rand <i>[in words]</i> ;	
R	[in figures],	

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

Signature(s)

Name(s)

Capacity _____

[Name and address of authorized]

Name and signature of witness

Date _____



ACCEPTANCE

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Tenderer's Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the Conditions of Contract identified in the Contract Data. Acceptance of theTenderer's Offer shall form an agreement between the Employer and the Tenderer upon the termsand conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

The terms of the Contract are contained in

Part C1	Agreements and Contract Data [which includes this Agreement]
Part C2	Pricing Data
Part C3	Scope of Work
Part C4	Site Information

and drawings and documents or parts thereof, which may be incorporated by reference into Parts C1 to C4 above.

Deviations from and amendments to the documents listed in the Tender Data and any Addenda thereto listed in the Tender Schedules, as well as any changes to the terms of the Offer agreed by the Tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Agreement. No amendments to or deviations from the said documents are valid unless contained in this Schedule, which must be duly signed by the authorized representative(s) of both parties.

The Tenderer shall within the time required to submit documentation in accordance with clause 5.3.2 of the Contract Data (C1.2) after receiving a completed copy of this Agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the Conditions of Contract identified in the Contract Data at, or just after, the date this Agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this Agreement.

Notwithstanding anything contained herein, this Agreement comes into effect on the date when the Tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the Tenderer (now Contractor) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this Agreement, this Agreement shall constitute a binding Contract between the parties.

Signature(s)

Name(s)

Capacity

[Name and address of authorized]

Name and signature of witness

Date _____



SCHEDULE OF DEVIATIONS

Notes:

- 1. The extent of deviations from the Tender Documents issued by the Employer prior to the Tender closing date is limited to those permitted in terms of the Conditions of Tender;
- 2. A Tenderer's covering letter shall not be included in the final Contract Document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here;
- 3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the Tender Documents and which is agreed by the Parties becomes an obligation of the Contract and shall also be recorded here;
- 4. Any change or addition to the Tender Documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

b)	Subject	
[Details	
c)	Subject	
[Details	
d)	Subject	
[Details	
e)	Subject	
[Details	
f)	Subject	
[Details	
g)	Subject	

Details

By the duly authorized representatives signing this Schedule of Deviations, the Employer and the Tenderer agree to and accept the foregoing Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and Addenda thereto as listed in the Tender Schedules, as well as any confirmation, clarification or change to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the Tender Documents and the receipt by the Tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the Contract between the parties arising from this Agreement.



FOR THE TENDERER	:		
Signature(s)			
Name(s)			
Capacity			
[Name and	address of authorized]		
Name and			
signature of witness		Date	
FOR THE EMPLOYER	::		
Signature(s)			
Name(s)			
Capacity			
[Name and	address of authorized]		
Name and signature of witness		Date	



CONFIRMATION OF RECEIPT

The Tenderer (now Contractor), identified in the Offer part of this Agreement, hereby confirms receipt from the Employer, identified in the Acceptance part of this Agreement, of one fully completed original copy of this Agreement, including the Schedule of Deviations (if any) today:

Name



C1.2 CONTRACT DATA

Part 1: Contract Data provided by the Employer

The Conditions of Contract are clauses 1 to 42 of the **JBCC**[©] **Principal Building Agreement (Edition 6.2 of May 2018)**, as prepared by the Joint Building Contracts Committee Inc.

Copies of these conditions of contract may be obtained from the Association of South African Quantity Surveyors (011-3154140, 021 4626431), Master Builders Association (011-205-9000; 021-685-2625) South African Association of Consulting Engineers (011-463-2022) or South African Institute of Architects (;011-486-0684; 021-424-7128)

The pro forma "Principal Building Agreement: Contract Data" as defined in clause 1 of the JBCC© Principal Building Agreement (Edition 6.2 of May 2018) prepared by the Joint Building Contracts Committee **shall** apply to this Contract and shall be replaced with the documentation reproduced into this tender document.

The JBCC© Principal Building Agreement makes several references to the Contract Data for specific data, which together with these conditions collectively describe the risks, liabilities and obligations of the contracting parties and the procedures for the administration of the Contract. The Contract Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the JBCC Principal Building Agreement.

Each item of data given below is cross-referenced to the clause in the JBCC© Principal Building Agreement to which it mainly applies.

The JBCC© Principal Building Agreement shall be read in conjunction with the variations, amendments and additions set out in the Contract Specific Data below.

The Contract Data and JBCC© Principal Building Agreement shall have precedence over the Drawings, Scope of Work and Standardised Specifications in the interpretation of any ambiguity or inconsistency between these documents.



PRINCIPAL BUILDING AGREEMENT Contract Data

A TENDER INFORMATION

A 1.0 Project name [1.1]

B/SM: 116/25 APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING AND MAINTENANCE OF EARLY CHILDHOOD DEVELOPMENT CENTRES (KUYASA, SIZAMILE)

Works description

The work comprises the supply of all necessary labour, materials, plant, equipment and transport required for the construction and completion of the refurbishment of the Existing Partial Care Facilities in Stellenbosch, all as indicated on the contract drawings and described in these Bills of Quantities.

A 2.0 Site description [1.1]

Erf No / Township	
Street address	
Site address	
Local authority	Stellenbosch Municipality

A 3.0 Employer [1.1]

Name	Stellenbosch Municipality			
Business	Municipality			
Business registration number	N/A	VAT /GST	470010218	1
Contact Person	Natasha Siyengele	Tel no	021 808 84	65
Email	Natasha.Siyengele@stelle	nbosch.gov.za	а	
Registered street address	Plein Street, Stellenbosch	7599		
Postal address	PO Box 17, Stellenbosch		Code	7599
Telephone	N/A	Fax	N/A	
Principal Agent [1.1]				
Name	CSM Consulting Services (PTY) Ltd			
Practice registration number	N/A	VAT /GST		
Contact Person] Tel no	021 812 66	00
Email	admin@csmeng.co.za			
Registered street address	Unit 11 Melcksloot Village	e, 2 De Beers /	Avenue, Some	erset West
Postal address	Same as street address		Code	7130
Telephone	021 812 6600	Fax	-	

A 4.0



A 5.0 Architect [1.1; 6.2]

	Name	CSM Consulting Services (PTY) Ltd		
	Practice registration number	N/A	VAT /GST	
	Contact Person		Tel no	021 812 6600
	Email	admin@csmeng.co.za		
	Registered street address	Unit 11 Melcksloot Village	, 2 De Beers A	Avenue, Somerset West
	Postal address	Same as street address		Code 7130
	Telephone	021 812 6600	Fax	-
A 6.0	Quantity Surveyor [1.1; 6.2]			
	Name	CSM Consulting Services	(PTY) Ltd	
	Practice registration number		VAT /GST	
	Contact Person		Tel no	021 812 6600
	Email	admin@csmeng.co.za		
	Registered street address	Unit 11 Melcksloot Village	, 2 De Beers /	Avenue, Somerset West
	Postal address	Same as street address		Code 7130
	Telephone	021 812 6600] Fax	
A 7.0	Mechanical and Electrical Engi	neer [1.1; 6.2]		
	Name	CSM Consulting Services	(PTY) Ltd	
	Practice registration number		VAT /GST	
	Contact Person		Tel no	021 812 6600
	Email	admin@csmeng.co.za		
	Registered street address	Unit 11 Melcksloot Village	, 2 De Beers /	Avenue, Somerset West
	Postal address	Same as street address		Code 7130
	Telephone	021 812 6600	Fax	-



A 8.0 Civil Engineer [1.1; 6.2]

Name	CSM Consulting Services (PTY) Ltd
Practice registration number	VAT /GST
Contact Person	Tel no 021 812 6600
Email	admin@csmeng.co.za
Registered street address	Unit 11 Melcksloot Village, 2 De Beers Avenue, Somerset West
Postal address	Same as street address Code 7130
Telephone	021 812 6600 Fax -

A 9.0 Health and Safety Consultant [1.1; 6.2]

Name	Specialist Asbestos Consulting (Pty) Ltd
Practice registration number	VAT /GST
Contact Person	Tel no
Email	admin@asbestossa.net
Registered street address	12 Rose Street, Hoog en Droog, Paar;
Postal address	Code 7646
Telephone	Fax



B CONTRACT INFORMATION

B 1.0 Definitions [1.1]

Clause references apply to the JBCC Principal Building Agreement Edition 6.2 (PSA) published May 2018.

B 2.0 Law, regulations and notices

Law of the country applicable to the project [2.1]

Republic of South Africa

B 3.0 Offer and acceptance [3.0]

Currency applicable to this agreement [3.2] South African Rands

B 4.0 Contract documents [5.0]

The original signed agreement is to be held by the principal agent [5.2], if not, indicate by whom

Number of copies of documents issued to contractor [5.6]

Employer

Priced document

Lump sum priced document, or Priced **bills of quantities** (BoQ) System of measurement [1.1]

yes / no?	No				
yes / no?	Yes				
Standard System for Measurement of Building					
Work in South Africa Seventh Edition					

Contract documents comprising...

Description	Marked	Notes
Agreements and Contract Data		
The JBCC® Principal Building Agreement, Edition 6.2 May 2018		
The JBCC ® Principal Building Agreement- Contract Data, Edition 6.2 May 2018		
The JBCC ® General Preliminaries for use with the JBCC ® Principal Agreement, Edition 6.2 May 2018		
Contractor to obtain copies of the documentation at his own cost for reference.		

Contract drawings – See Annexures

B 5.0 Employer's agents [6.0]

Description of interests of agents in the project other than professional services, if applicable [6.2]	N/A
Principal agent's and agents' interest or involvement in the works other than a professional interest [6.3]	N/A



B 6.0 Insurances [10.0]

By the contractor in the joint names of the parties , Yes yes/no?	Currency	Insured amount
Contract Works Insurance (CWI) (including materials and goods, temporary works)	ZAR	Contract Sum + 25%
Allowance for professional fees and escalation of the insured value at 25% pa, or %?	%	N/A – Covered Above
Free issue materials at new replacement value, added to CWI, where applicable [10.1.1; 10.2]	ZAR	N/A
Employer owned surrounding property (care, custody, control or worked on)	ZAR	N/A
Public Liability Insurance (unlimited for the period) [10.1.3; 10.2]	ZAR	R10 Million
Supplementary Insurance (incl. CWI extensions)	ZAR	Contract Sum + 25%
Removal of Lateral Support Insurance	ZAR	N/A
Other: See 10.1.5	ZAR	To be determined by Contractor
Policy deductibles	ZAR	To be determined by Contractor

Policy deductibles		Currency	Amount
- Works / free issue [10.1.1; 10.2]	contractor	ZAR	R10,000.00
- Employer owned surrounding properties	contractor	ZAR	R10,000.00
- Public Liability [10.1.3; 10.2]		ZAR	R10,000.00
- Supplementary Insurance [10.1.2; 10.2]		ZAR	N/A
- Removal of Lateral Support [10.1.4; 10.2]	contractor	ZAR	N/A
- N/A Other:	contractor	ZAR	N/A



Security

The contractor shall provide a Guarantee for Construction to the employer >D11.2-3

yes / no?	YES
%	5%

Fixed Guarantee for Construction % of contract sum

B 7.0 Obligations of the employer [12.1]

Existing premises will be in	use and occupied [12.1.2]	Yes/no?	Yes
If yes, description	All care facilities are currently in use. Contractor to make n with each facility for planning and sequencing of the works		gements
Restriction of working hours	[12.1.2]	Yes/no?	Yes
If yes, description	Contractor to make necessary arrangements with each fac hours and if necessary, for works planned outside of norma		
Natural features and known	services to be preserved by the contractor [12.1.3]	Yes/no?	Yes
If yes, description	TBC On-site		
Restrictions to the site or ar	eas that the contractor may not occupy [12.1.4]	Yes/no?	Yes
If yes, description	TBC On-site.	<u>.</u>	
Supply of free issue [12.1.1	0]	Yes/no?	No
If yes, description			

B 8.0 Nominated contractors [14.0]

Specialisation 1	TBC	
Specialisation 2	TBC	
Specialisation 3	TBC	
Specialisation 4	TBC	
Specialisation 5	TBC	

B 9.0 Direct contractors [16.0]

Extent of work [12.1.11]	ТВС
Extent of work [12.1.11]	ТВС



B 10.0 Description of sections [20.1]

Section 1	
Section 2	
Section 3	
Section 4	
Section 5	
Section 6	
Section 7	
Section 8	
Section 8	
Section	Remainder of works

B 11.0 Possession of site [12.1.5], practical completion[19.0;20.0] and penalties [24.0]

Practical completion for the works as a	Intended date of possession of the site [12.1.5]	Period for inspection by the principal agent [19.3]	Date for practical completion [12.2.7;24.1]	Penalty [24.1]
whole	Date	working days	Date	Penalty amount per calendar day excl. TAX
		To be agreed with successful contractor		R5,000.00

or where sections are applicable

Practical completion for the works as a whole	Intended date of possession of the site [12.1.5] Date	Period for inspection by the principal agent [19.3] working days	Date for practical completion [12.2.7;24.1] Date	Penalty [24.1] Penalty amount per calendar day excl. TAX
Section 1	N/A	N/A	N/A	N/A
Section 2				
Section 3				
Section 4				
Section 5				
Section 6				
Section 7				
Section 8				
Remainder of works				



Criteria to achieve **practical completion** not covered in the definition of **practical completion** Three working days prior to the practical completion inspection, the **contractor** is to hand over all instruction manuals, certificates, product guarantees, manufacturer's instructions, etc. related to the **works** as listed below (where applicable):

- (1) Complete as-built drawings of the structure, including erf pegs, sewer line, water lines and specifications
 - (2) Termite protection
 - (3) Glass fitting and glazing certificate
 - (4) Aluminium windows and doors
 - (5) Plumbing and drainage certificates installation, sanitary ware etc.
 - (6) Electrical installation Certificate of Compliance and Test Report (According to municipal bylaws)
 - (7) SSEG Commissioning Documentation
 - (8) Mechanical installations
 - (9) Roof truss construction A19 certificate
 - (10) Roof cover
- (11) Municipal-approved building plans
- (12) Platform compaction test results
- (13) Concrete cube test results
- (14) Block test certificate
- (15) Waterproofing
- (16) Paint guarantee
- (17) Insulation certificate
- (18) Report containing measured lux levels, equipment installed and modifications made per room/area
- (19) 12-Month Electrical Workmanship Guarantee
- *Any other documentation as deemed necessary by the Principal Agent for successful close-out.

*A practical completion inspection will not be undertaken unless all the mandatory close-out documentation has been provided and confirmed by the Principal Agent as being in order and accepted. The Contractor will not be entitled to any costs or additional time for failing to comply with this condition.



B 12.0 Payment

Issue of regular payment certificates on	Date of Month 31st				
Materials and goods off site – paid subject	Guarantee for Advance Payn	nent provided	No		
to Contract price adjustment provisions	NO	Not Applicable	N/A		
NOTE: If insufficient space, please see annexure: -					

Payment Reduction up to date of **practical completion** Payment Reduction after date of **practical completion** Payment Reduction after date of **final completion**

%	5%	
%	2.5%	
%	0%	

B 13.0 Dispute resolution [30.0]

Adjudication [30.6.1; 30.1] Name of nominating body	Association of Arbitrators (South Africa)
Applicable rules for adjudication [30.6.2]	JBCC Adjudication Rules January 2020
Arbitration [30.7.4; 30.10] Name of nominating body	Association of Arbitrators (South Africa)
Applicable rules for arbitration [30.7.5]	RULES FOR THE CONDUCT OF ARBITRATIONS 2021 EDITION (01 NOVEMBER 2021)



B 14.0 JBCC® General Preliminaries - selections

Provisional bills of quar	ntities [P2.2]	Yes/no?	No	Yes
Availability of construction information [P2.3]		Yes/no?	No	No
Previous work - dimens [P3.1]	ional accuracy - details	Refer to Gen	eral Prelimi	naries
Previous work - defect	s - details [P3.2]	Refer to General Preliminaries		
Inspection of adjoining	properties - details [P3.3]	Refer to Ger	Refer to General Preliminaries	
Handover of site in stag [P4.1]	ges - specific requirements	N/A	N/A	
Enclosure of the works [P4.2]	- specific requirements	N/A	N/A	
Geotechnical and othe requirements [P4.3]	r investigations - specific	N/A	N/A	
Existing premises occu [P4.5]	pied - details	All care facilities are currently in use and occupied.		
Services - known - spe	cific requirements [P4.6]	N/A		
	By contractor	Yes/no?	Yes	
Water	By employer	Yes/no?	No	
[P8.1]	By employer - metered	Yes/no?	No	
	By contractor	Yes/no?	Yes	
Electricity	By employer	Yes/no?	No	
[P8.2]	By employer - metered	Yes/no?	No	
Ablution and welfare	By contractor	Yes/no?	Yes	
facilities [P8.3]	By employer	Yes/no?	No	
Communication facilitie [P8.4]	es - specific requirements	N/A	1	
Protection of the works - specific requirements [P11.1]		ТВС	твс	
Protection / isolation of existing works and works occupied in sections - specific requirements [P11.2]		N/A		
Disturbance - specific r		ТВС		
Environmental disturba [P11.6]	nce - specific requirements	TBC		



B 15.0 CHANGES MADE TO JBCC DOCUMENTATION

The pro forma "JBCC Principal Agreement: Contract Data" as defined in clause 1 of the conditions of contract prepared by the Joint Building Contracts Committee shall not apply to this Contract and shall be replaced with the documentation incorporated into this tender document.

The pro forma "Guarantee for Construction" and "Guarantee for Advanced Payment" as defined in clause 1 of the conditions of contract prepared by the Joint Building Contracts Committee shall not apply to this Contract and shall be replaced with the documentation incorporated into this tender document.

PRINCIPAL BUILDING AGREEMENT

The sub-clauses listed below replaces in full the corresponding sub-clauses as contained in the conditions of contract:

- Clause 6.5 is amended as follows:
 - Last sentence is deleted.
- Clause 7.1 is amended by the addition of the following:
 - ...Notwithstanding this, there shall be an obligation on the contractor to promptly inform the principal agent where there are patent errors which could adversely affect the constructability of the works and/or the works are manifestly unsafe.
- New Clause 7.4 is added:
 - Notwithstanding the provisions of 7.2, the contractor shall ensure that every such nominated or selected subcontractor shall simultaneously with the signing of the relevant nominated or selected subcontract sign and deliver to the employer a Design Materials and Workmenship Warranty and Undertaking in favour of the employer or a Materials and Workmenship Undertaking strictly in accordance with the instructions or provisions contained in the tender documents for the nominated or selected subcontract works.
- New Clause 7.5 is added:
 - Any subcontractor whose subcontract involves design work will be required to sign an indemnity in order to provide to the employer evidence of professional indemnity insurance for such design work.
- New Clause 7.6 is added:
 - If the contractor fails to obtain the necessary design warranties and/or indemnities from the subcontractors, the design responsibility shall be deemed to devolve upon the contractor
- Clause 12.2.13 is amended by the addition of the following:
 - The names and CVs of the contractors proposed management team shall be submitted to the principal agent prior to commencement on site and, after the principal agents agreement on the composition and competence thereof has been obtained, no changes shall be made nor shall any member of the said team be removed from the project while remaining in the employment of the contractor, without the principal agent's prior written approval.
- Clause 2.1 is amended by the addition of the following:
 - Without limiting the generality of the provisions of clause 2.0 of the agreement, the contractor's attention is drawn to the provisions of the Construction Regulations, 2014 issued in terms of the Occupational Health and Safety Act, 1993 in which it is specifically stated that the employer shall prepare a documented health and safety specification for the works (attached to this tender) and that the employer shall ensure that the contractor has made provision for the cost of health and safety measures during the execution of the works. The contractor shall ensure that he has priced this accordingly in his preliminaries.
 - This is to include direct subcontractors employed by the employer who will be executing work concurrently with this contract.
 - o Community Liaison Officer

Should the requirement arise the successful tenderer is to appoint a Community Liaison officers (CLO) for the area represented by the Tender. The function of the CLO shall be to represent the local community in matters concerning the use of local labour on the works and to assist with and facilitate communication between the Contractor, Professional Team and the local communities. The identification of the approved CLO to be appointed by the Contractor under the Contract shall be resolved by the Contractor, the CPA representative in collaboration with the Local Communities. It



will be required, therefore, that the successful Tenderer enters into a contract for the employment of the above-mentioned CLO. As said contract will be between the Tenderer and the CLO, all costs involved shall be borne by the Tenderer and the tender shall be deemed to include for this.

- New Clause 9.1.4 is amended by the addition of the following:
 - Physical loss or damage to any plant, equipment, or other property belonging to the employer or other party, if such damage results from any act whether incidental, wilful or resulting from negligence by the contractor or his sub-contractors.
- Clause 9.2.7 is deleted in its entirety.
- Clause 9.2.9 is amended to read as follows:
 - Physical loss or damage to the contents of the works where practical completion has been achieved [19.0], unless such damage result from negligence by the contractor or his sub-contractors.
- Clause 11.1.2
 - Contractor to note that the client requires a fixed construction guarantee of 5% up until Final Completion and a payment reduction of the value certified as per Clause 11.1.2.
- Clause 11.5 is deleted in its entirety
 - Further more it must be understood that the employer will not provide a guarantee for payment.
- Clause 11.6 is deleted in its entirety.
- Clause 11.7 is deleted in its entirety.
- Clause 11.8 is deleted in its entirety.
- Clause 11.9 is deleted in its entirety.
- Clause 11.10 is deleted and replaced with the following:
 - o "The contractor shall waive his lien or right to continuing possession of the works"
 - Is should be further noted to the contractor that the employer will not provide a guarantee for payment and shall waiver his lien regardless.
- Clause 12.1.1 is deleted in its entirety
 - Clause 12.2.1 is amended with the addition of the following:
 - The contractor should make all temporary connections to facilitate their site camp (and remove upon completion) at his own cost. Should the contractor need to relocate his site camp for any reason the cost of this relocation will be for his own account. The contractor to allow for diversion of traffic during construction as required by local authorities.
- Clause 12.1.8 is deleted and the contractor is to note that no advance payments will be made.
- Clause 12.2.2 is amended with the following at the end of the first sentence:
 - Proof of approved health & safety files.
- Clause 12.2.6 is amended by the addition of the following:
 - The contractor shall:
 - Immediately on award of the contract and prior to commencement on site, in conjunction with the principal agent, agree the working programme
 - This programme shall be drawn up in accordance with the dates given in the contract data for possession, sectional completion, beneficial occupation and practical completion and shall be sufficiently detailed and approved to ensure control over the work.
 - The programme shall be compiled based on the critical path method of programming and the critical activities are to be clearly highlighted. It shall be compiled in such a way that logic is not constrained by resource limitations unless specifically agreed otherwise by the principal agent. The contractor provides the programme in a form compatible with the principal agent's systems (MS Project).
 - Documentation will not be available in complete detail at the Commencement stage. However the contractor, in conjunction with the principal agent, shall plan the works on provisional information, to an agreed level of detail relating to the level of detailed information available and with sufficient scope to include future detail without disrupting the basic logic as initially agreed. The quantities contained in this bill of quantities are provisional and shall



be utilized as a guide only for the drawing up of the programme. Where assumptions are made in regard to programming aspects, such assumptions shall be agreed by the contractor and the principal agent, and suitably recorded in the programme.

- Should circumstances change to the extent where the contractor is of the opinion that changes to the programme are required, then the contractor shall make a request to the principal agent for such changes, clearly identifying the reason for requiring such change. The contractor and principal agent shall thereafter agree such changes, if any. Should the principal agent be of the opinion that the programme requires revision, and notwithstanding the fact that a request for such revision has not been received from the contractor; the principal agent shall be entitled to instruct the contractor to revise the programme accordingly, unless the contractor can submit reasonable justification for not doing so. Any acceleration and/or special measures sanctioned by the principal agent together with associated effects shall be incorporated in a revision to the programme.
- The contractor and the principal agent shall, at regular intervals not exceeding one month, agree the state of progress of the works relative to the latest agreed revised programme. Such agreement shall include the recording of actual commencement and completion dates for each activity and shall constitute the official record of progress at such point in time.
- Allowances for the execution of work as set out in the provisional sums and budgetary allowances shall be deemed to be included in the construction programme.
- New clause 13.2.5 is added:
 - The contractor shall perform tolerance control checks regularly throughout the contract period and report on these at regular intervals to the principal agent in a format approved by the principal agent. Should the contractor fail to comply to this requirement to the satisfaction of the Principal Agent, progressively as the structure is constructed, the employer shall commission a registered land surveyor to do so on the contractor's behalf and at the contractor's expense.
- Clause 15
 - The client reserves the right to commission any of the specialist contracts under Provisional Sums as direct contracts. The amounts will be deducted at the client's discretion in whole or in part under these circumstances.
 - o It is the main contractor's duty to be involved in the selected subcontractor appointment process.
- Clause 19.6 is deleted and replaced with the following:
 - "Should the Contractor, in the opinion of the Principal Agent, not have achieved Practical Completion of any area of the works, the Employer may, notwithstanding the Contractor's on-going responsibility, take possession of any such area and such possession by the Employer shall not be construed as the achievement of Practical Completion. Should such an instance arise, the Principal Agent will give notice to the Contractor, in writing, that the Employer is taking immediate possession without Practical Completion having been achieved in order to mitigate his exposure to any expenses. The Contractor's responsibilities and liabilities shall remain in full force and effect until in the Principal Agent's opinion, Practical Completion is achieved. Access by the Contractor to any such area in possession of the Employer, prior to the Contractor's achievement of Practical Completion, shall be at the Principal convenience, which will not be unreasonably withheld.
- Clause 23.1.1 is deleted and replaced with the following:
 - adverse effect of weather conditions which shall be defined as weather in excess of the average recorded for the past 10 (ten) years by the nearest commonly recognized weather bureau in the region of the project
 - The contractor shall be deemed to have allowed in his programme for the works and opposite this item or in his rates, for the cost of all delays as a result of weather conditions which are average
 - Furthermore the contractor shall also have been deemed to have allowed in his programme for the works and opposite this item or in his rates, for the cost of the loss of 3 (three) working days lost on the critical path of the programme due to delays as a result of the adverse weather conditions as defined above. The above float which is included in the contractor's programme may also be used for any other critical path delays which the contractor may become entitled to, at the sole discretion of the principal agent.
 - Each claim for delays as a result of adverse weather conditions shall be made to the principal agent within 7 (seven) days of the occurrence thereof, failing which no delays shall be recorded.
- New Clause 23.1.6
 - Delayed possession of the site.
- Clause 23.2.1 is deleted.



- Clause 23.2.12 is deleted.
- Clause 23.4.2 is amended by the following:
 - Replace twenty (20) working days with ten (10) working days.
- Clause 23.5 is replaced with the following:
 - The contractor shall within twenty (20) working days of the delay ceasing, submit such a claim to the principal agent, failing which the contractor shall forfeit such a claim".
 - Extension of time shall only be considered when work is on critical path of the programme, which the contractor shall clearly identify, for the works affected.
 - Any delays to minor portions of the works which are not on the critical path will only attract extensions of time to those areas and not the entire project.
- New Clause 23.9 is added:
 - 23.9.1 Irrespective of whether or not the principal agent rules that the contractor is entitled to an
 extension of time or a revision of the date of practical completion, the principal agent shall
 nevertheless, at any time, be entitled to instruct the contractor in writing to accelerate the progress of
 the remaining works as is reasonably practicable, and in considering practicability, week-ends, public
 holidays and possible overnight will be taken into account, to ensure that the works are completed by
 the original date for practical completion or revised date as the case may be.
 - 23.9.2 Upon receipt of such instruction, the contractor shall take all necessary steps to ensure that the works are completed timeously including the provision by him of additional resources, plant, manpower, etc and the working of overtime or additional overtimes beyond that contemplated at the time of tender (at all times adhering to the regulations and requirements of all authorities) and by all other adequate and proper means and methods. The contractor shall prove that such steps are being called upon to do so. Provided always that the contractor cannot be instructed to cover the effect of adverse weather conditions mentioned in clause 23.1.1 at his own cost.
 - 23.9.3 Prior to commencing works to accelerate, the contractor is to present to the principal agent and his agents a detailed report indicating resources, etc. with costs to be implemented to achieve agreed target date
 - 23.9.4 Prior to commencing works to accelerate, the contractor is to present to the principal agent and his agents a detailed report indicating resources, etc. with costs to be implemented to achieve agreed target date.
 - 23.9.5 The contractor's entitlement to compensation where the principal agent has instructed the contractor to accelerate, shall be calculated based on what the additional time related preliminaries cost per section would have been had the contract period been extended.
- Clause 25
 - Materials and goods stored 'off site' will only be paid for under special circumstances. Payment will only be made if the Contractor has made arrangements through the Quantity Surveyor prior to certification and an approved bank guarantee for the value of the materials is submitted together with the contractor's claim.
- Clause 25.5 is deleted and replaced with the following:
 - Materials and goods stored 'off site' will only be paid for under special circumstances. Payment will
 only be made if the Contractor has made arrangements through the Quantity Surveyor prior to
 certification and an approved bank guarantee for the value of the materials is submitted together with
 the contractor's claim.
- Clause 25.7.4 is deleted
- Clause 25.7.5 is deleted
- Clause 25.10 is deleted and replaced with the following:
 - The employer shall pay the contractor the amount certified in an issued payment certificate within fourteen (14) calendar days from the date of invoice.
- Clause 25.12 is amended to read as follows:
 - Where security as a fixed construction guarantee and payment reduction in terms of clause 11.1.2 has been selected the value of the works in terms of clause 25.3.1 and material and goods in terms of clause 25.3.2 shall be subject to the following percentage adjustments: clause 25.12.1 25.12.3
- Clause 26.5 is amended with the following:



- Replace "forty (40) working days" with "ten (10) working days".
- Clause 29.1 is amended by the addition of the following:
 - The employer may terminate this agreement where the contractor:
 - o Clause 29.1.4
 - Is in material breach of its obligations under this agreement
 - Where the employer effects insurances, consequent on the contractors default
- New Clause 29.14
 - The employer may, furthermore cancel this agreement by giving written notice of termination where the contractor becomes bankrupt or insolvent, goes into liquidation, is placed in business rescue, compounds with his creditors or carries on business under a receiver, trustee, business rescue practitioner or manager for the benefit of his creditors, or if any act or event occurs which (under the applicable law) has a similar effect to any of these acts or events.

CONTRACT DATA

2 The tender shall remain in full legal force for one hundred and eighty (180) **calendar days**. The tenderer accepts liability for damages as may be suffered by the **employer** should the tender validity period not be honoured

FORM OF GUARANTEE

GUARANTOR DETAILS	Upon issue of the		
Security for Guarantee (Insert Variable or Fixed)	Fixed	(Insert expiry date)	certificate of final completion

1.0 GUARANTEE for CONSTRUCTION (Variable)

- 1.1 No clause
- 1.2 No Clause
- 2.0 SECURITY for CONSTRUCTION (fixed)

PERIOD OF LIABILITY

14.0 This NSSA Guarantee for Construction is neither negotiable nor transferable and shall expire in terms of 2.1, or payment in full of the Guaranteed Sum, whichever is the earlier, where after no claims will be considered by the Guarantor. The original of this NSSA Guarantee for Construction shall be returned to the Guarantor after it has expired



C TENDER CLOSING

Tender closing:
Date
Time
Place
TENDER SUBMISSION ADDRESS

TBC 12h00 Stellenbosch Municipality Plein Street, Stellenbosch

Tender delivered in electronic format? yes / no? Alternative offer considered? yes / no?

NO	N/A	N/A
NO	N/A	N/A

D TENDERER'S SELECTION (to be completed by the tenderer)

D 1.0 Securities [11.0]

G	luaran	tee for construction: Select Option A or B		
Option A Guarantee for construction (variable) by contractor [11.1.1]				
Optior	n B	Guarantee for construction (fixed) by contractor [11.1.2]	
	Guar	rantee for payment by employer [11.5.1; 11.10]	Amount	N/A
Advance payment, subject to a guarantee for adv payment [11.2.2; 11.3]		nce payment, subject to a guarantee for advance nent [11.2.2; 11.3]	Amount	N/A

D 2.0 Contractor's annual holiday periods during the construction

14.1.4 Guarantee for Advance Payment Provided by the **contractor** (where the **contractor** requests the employer to pay an advance for **materials and goods**)

Purpose

No Advance Payment Will be Provided

Currency	ZAR
Amount	

NO

14.1.4 Guarantee for Payment

Provided by the **employer** yes / no?

	NO
Currency	ZAR
Amount	Not applicable

19.0 Contractor's holiday during the construction period (to be completed by Tenderer

Contractor's annual holiday period:

year 1 year 2 year 3

from		to	
from	N/A	to	N/A
from	N/A	to	N/A

Contractor's 'other' holiday period: year 1

from	to	
from	to	
from	to	
from	to	



D 4.0 Adjustment of preliminaries [26.9.4]

Contractor's selection

Select Option A or B

Where the contractor does not select an option, Option A shall apply

Provision of particulars

The **contractor** shall provide the particulars for the purpose of the adjustment of **preliminaries** in terms of his selection. Where completion in **sections** is required, the **contractor** shall provide an apportionment of **preliminaries** per **section**

Option A	An allocation of the preliminaries amounts into Fixed, Value-related and Time-related amounts as defined for adjustment method Option A below, within fifteen (15) working days of the date of acceptance of the tender
Option B	A detailed breakdown of the preliminaries amounts within fifteen (15) working days of possession of the site . Such breakdown shall include, inter alia, the administrative and supervisory staff, the use of construction equipment , establishment and dis-establishment charges, insurances and guarantees, all in terms of the programme

Adjustment methods

The amount of **preliminaries** shall be adjusted to take account of the effect which changes in time and/or value have on **preliminaries**. Such adjustment shall be based on the particulars provided by the **contractor** for this purpose in terms of Options A or B, shall preclude any further adjustment of the amount of **preliminaries** and shall apply notwithstanding the actual employment of resources by the **contractor** in the execution of the **works**

Option A	The preliminaries shall be adjusted in accordance with the allocation of preliminaries amounts provided by the contractor , apportioned to sections where completion in sections is required Fixed - An amount which shall not be varied Value-related - An amount varied in proportion to the contract value as compared to the contract sum . Both the contract sum and the contract value shall exclude the amount of preliminaries , contingency sum(s) and any provision for cost fluctuations Time-related - An amount varied in proportion to the number of calendar days extension to the date of practical completion to which the contractor is entitled with an adjustment of the contract value [23.2; 23.3] as compared to the number of calendar days in the initial construction period [26.9.4]
Option B	The adjustment of preliminaries shall be based on the number of calendar days extension to the date of practical completion to which the contractor is entitled with an adjustment of the contract value [23.2; 23.3] as compared to the number of calendar days in the initial construction period [26.9.4] The adjustment shall take into account the resources as set out in the detailed breakdown of the preliminaries for the period of construction during which the delay occurred

Failure to provide particulars within the period stated

	Where the allocation of preliminaries amounts for Option A is not provided, the following allocation of preliminaries amounts shall apply:
Option A	Fixed - Ten per cent (10%) Value-related - Fifteen per cent (15%) Time-related - Seventy-five per cent (75%)
	Where the apportionment of the preliminaries per section is not provided, the categorised amounts shall be prorated to the cost of each section within the contract sum as determined by the principal agent

Option B Where the detailed breakdown of **preliminaries** amounts for Option B is not provided, Option A shall apply

Lump sum contract: Where the amount of preliminaries is not provided it shall be taken as 7.5% (seven and a half per cent) of the contract sum, excluding contingency sum(s) and any provision for cost fluctuations



C1.3 PERFORMANCE GUARANTEE (PRO FORMA)

GUARANTOR DETAILS AND DEFINITIONS

"Guarantor" means:	
Physical address:	
"Employer" means:	
"Contractor" means:	
"Employer Agent" means	:
"Works" means:	
"Site" means:	
"O	

"Contract" means: The Agreement made in terms of the Form of Offer and Acceptance and such amendments or additions to the Contract as may be agreed in writing between the parties.

"Contract Sum" means: The accepted amount inclusive of tax of R

Amount in words:

"Guaranteed Sum" means: The maximum aggregate amount of R

Amount in words:

"Expire Date" means:

CONTRACT DETAILS

Employer Agent issues: Interim Payment Certificates, Final Payment Certificate and the Certificate Completion of the Works as defined in the Contract.

PERFORMANCE GUARANTEE

- 1 The Guarantor's liability shall be limited to the amount of the Guaranteed Sum.
- 2 The Guarantor's period of liability shall be from and including the date of issue of this Performance Guarantee and up to and including the Expiry Date or the date of issue by the Employer's Agent of the Final Payment Certificate of the Works or the date of payment in full of the Guaranteed Sum, whichever occurs first. The Employer Agent and/or the Employer shall advise the Guarantor in writing of the date on which the Certificate of Completion of the Works has been issued.
- 3 The Guarantor hereby acknowledge that:
- 3.1 any reference in this Performance Guarantee to the Contract is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a suretyship;
- 3.2 its obligation under this Performance Guarantee is restricted to the payment of money.
- 4 Subject to the Guarantor's maximum liability referred to in 1, the Guarantor hereby undertakes



to pay the Employer the sum certified upon receipt of the documents identified in 4.1 to 4.3:

- 1.1 A copy of a first written demand issued by the Employer to the Contractor stating that payment of a sum certified by the Employer Agent in an Interim or Final Payment Certificate has not been made in terms of the Contract and failing such payment within seven (7) calendar days, the Employer intends to call upon the Guarantor to make payment in terms of 4.2;
- 1.2 A first written demand issued by the Employer to the guarantor at the Guarantor's physical address with a copy to the Contractor stating that a period of seven (7) days has elapsed since the first written demand in terms of 4.1 and the sum certified has still not been paid;
- 1.3 A copy of the aforesaid payment certificate which entitles the Employer to receive payment in terms of the Contract of the sum certified in 4.
- 2 Subject to the Guarantor's maximum liability referred to in 1, the Guarantor undertakes to pay to the Employer the Guaranteed Sum or the full outstanding balance upon receipt of a first written demand from the Employer to the Guarantor at the Guarantor's physical address calling up this Performance Guarantee, such demand stating that:
- 2.1 the Contract has been terminated due to the Contractor's default and that this Performance Guarantee is called up in terms of 5; or
- 2.2 a provisional or final sequestration or liquidation court order has been granted against the Contractor and that the Performance Guarantee is called up in terms of 5; and
- 2.3 the aforesaid written demand is accompanied by a copy of the notice of termination and/or the provisional/final sequestration and/or the provisional liquidation court order.
- 3 It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of 4 and 5 shall not exceed the Guarantor's maximum liability in terms of 1.
- 4 Where the Guarantor has made payment in terms of 5, the Employer shall upon the date of issue of the Final Payment Certificate submit an expense account to the Guarantor showing how all monies received in terms of this Performance Guarantee have been expended and shall refund to the Guarantor any resulting surplus. All monies refunded to the Guarantor in terms of this Performance Guarantee shall bear interest at the prime overdraft rate of the Employer's bank compounded monthly and calculated from the date payment was made by the Guarantor to the Employer until the date of refund.
- 5 Payment by the Guarantor in terms of 4 or 5 shall be made within seven (7) calendar days upon receipt of the first written demand to the Guarantor.
- 6 Payment by the Guarantor in terms of 5 will only be made against the return of the original Performance Guarantee by the Employer.
- 7 The Employer shall have the absolute right to arrange his affairs with the Contractor in any manner which the Employer may deem fit and the Guarantor shall not have the right to claim his release from this Performance Guarantee on account of any conduct alleged to be prejudicial to the Guarantor.
- 8 The Guarantor chooses the physical address as stated above for the service of all notices for al purposes in connection herewith.
- 9 This Performance Guarantee is neither negotiable nor transferable and shall expire in terms of 2, where after no claims will be considered by the Guarantor. The original of thisGuarantee shall be returned to the Guarantor after it has expired.
- 10 This Performance Guarantee, with the required demand notices in terms of 4 or 5, shall be regarded as a liquid document for the purposes of obtaining a court order.
- 11 Where this Performance Guarantee is issued in the Republic of South Africa the Guarantor



hereby consents in terms of Section 45 of the Magistrate's Courts Act No 32 of 1944, as amended, to the jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.

Signed at

Date

Guarantor's signatory: (1)

Capacity

Guarantor's signatory: (2)



C1.4 AGREEMENT IN TERMS OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 (ACT NO 85 OF 1993)

AGREEMENT MADE AND ENTERED INTO BETWEEN THE STELLENBOSCH MUNICIPALITY (HEREINAFTER CALLED THE "EMPLOYER") AND

(Contractor/Mandatary/Company/CC Name)

IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 85 OF 1993 AS AMENDED.

I,....., representing

in its own right, do hereby undertake to ensure, as far as is reasonably practicable, that all work will be performed, and all equipment, machinery or plant used in such a manner as to comply with the provisions of the Occupational Health and Safety Act (OHSA) and the Regulations promulgated thereunder.

I furthermore confirm that I am/we are registered with the Compensation Commissioner and that all registration and assessment monies due to the Compensation Commissioner have been fully paid or that I/We are insured with an approved licensed compensation insurer.

COID ACT Registration Number:

OR Compensation Insurer: Policy No.:

I undertake to appoint, where required, suitable competent persons, in writing, in terms of the requirements of OHSA and the Regulations and to charge him/them with the duty of ensuring that the provisions of OHSA and Regulations as well as the Council's Special Conditions of Contract, Way Leave, Lock-Out and Work Permit Procedures are adhered to as far as reasonably practicable.

I further undertake to ensure that any subcontractors employed by me will enter into an occupational health and safety agreement separately, and that such subcontractors comply with the conditions set.

I hereby declare that I have read and understand the appended Occupational Health and Safety Conditions and undertake to comply therewith at all times.

I hereby also undertake to comply with the Occupational Health and Safety Specification and Plan.

Signed atday of.......20....

Witness

for and on behalf of Stellenbosch Municipality



C1.5 Contract of Temporary Employment as Community Liaison Officer

Construction Contract No.: B/SM 116/25

PROJECT: APPOINTMENT OF A CONTRACTOR FOR THE UPGRADING OF THE EXISTING PARTIAL CARE FACILITIES FOR STELLENBOSCH MUNICIPALITY

AGREEMENT made between the CONTRACTOR

and the Community Liaison Officer..., hereafter referred to as the CLO, for the appointment and employment of a CLO for the duration of the work in respect of the above named construction contract.

1. THE PARTIES HAVE AGREED THAT

The CLO will be employed by the CONTRACTOR on a temporary basis for the duration of the work from the date of signing this agreement to the date of practical completion as defined in the Contract, subject to all the conditions set out below.

- 2. THE DUTIES OF THE COMMUNITY LIAISON OFFICER SHALL BE:
- 1. to keep the community informed on the progress of the project;
- 2. to keep the Contractor informed on relevant Community affairs and possible grievances;
- 3. to manage the recruitment of workers from the Sub-Council Job-Seekers Database;
- 4. to assist the Contractor's supervisory staff in the management of the workers.
- 3. THE FOLLOWING CONDITIONS OF EMPLOYMENT SHALL APPLY:

The Conditions of Temporary Employment as applicable on this Contract for the workers recruited from the Community shall apply equally to the CLO, except that the rate of remuneration shall be R5,000.00 per month. These conditions that apply are listed below as they appear in the Contract of Temporary Employment:

- 3.1 If required to work on a statutory public holiday or Sunday the payment will be double the amount stated in the previous paragraph.
- 3.2 Maximum hours of work:
 - (i) 9¼ hours per day
 - (ii) 45 hours per week;
 - (iii) 5 days per week;

(iv) 5 hours without an interval, whereupon there shall be an interval of at least 30 minutes;

- (v) A spread-over period of 12 hours.
- 3.3 The CLO shall be entitled to payment where he is prevented from working by reasons which are within the control of the Contractor.
- 3.4 On days when it is raining the Contractor may, before 9 a.m., decide not to open the site and there will be no pay.



If the Contractor closes the site between 9 a.m. and 1 p.m., the CLO will be paid half the daily wage.

If the site works later than 1 p.m., the CLO will be paid the full daily wage.

- 3.5 Workers and the CLO will not be permitted to work under conditions of:
 - (i) undisciplined or unruly behaviour;
 - (ii) insubordination to Team Leader, Supervisors or Management;
 - (iii) abuse of intoxicating substances;
 - (iv) criminal actions by the employee;
 - (v) strike action or political stayaways.
- 3.6 Workers, including the CLO, may be dismissed after two official written warnings for the following behaviour:
 - (i) undisciplined or unruly behaviour;
 - (ii) insubordination to Team Leader, Supervisors or Management;
 - (iii) abuse of intoxicating substances;
 - (iv) wilful or negligent damage to or loss of machines or equipment.

The Contractor shall ensure that he has statements from at least two witnesses concerning any of the above situations.

The Contractor shall inform the CLO within 24 hours of any warning issued to workers employed from the Job-Seekers Database.

- 3.7 The CLO will be paid on a Friday afternoon every two weeks, one week in arrears.
- 3.8 The CLO shall be given a statement with each payment on which is recorded:
 - (i) the name of the Contractor;
 - (ii) the CLO's name;
 - (iii) the number of days worked by the CLO;
 - (iv) the rate per day;
 - (v) the details of any deductions made;
 - (vi) the actual amount paid to the CLO.
- 3.9 No deduction shall be made from the remuneration except where the CLO consents in writing or unless the Contractor is permitted or required to do so by law or the order of any competent court.
- 3.10 The CLO shall be supplied free of charge with all health and safety equipment required by the Occupation Health and Safety Act. The equipment shall remain the property of the Contractor.
- 3.11 The Contractor must give the CLO at least one week's notice of the termination of the Contract of Temporary Employment. If this is not done, the CLO must be paid earnings for five days. This condition does not apply if the CLO is dismissed.
- 3.12 At the end of the period of temporary employment, the Contractor shall provide a Certificate of Service recording the Contractor's name, the CLO's name and address, the period of service, the type of work on which the CLO was engaged and the rate of remuneration on termination.
- 4. TERMINATION OF AGREEMENT
- 4.1 If the CLO can no longer perform and execute his/her duties as detailed in this agreement, this agreement will be terminated without prejudice to any rights under this agreement.



5. THE CONDITIONS OF THIS AGREEMENT

5.1 The parties expressly declare that this agreement contains all the conditions negotiated between them, and no condition or stipulation not contained herein shall be binding upon the parties.

6. THUS AGREED AND SIGNED BY THE PARTIES:

Contractor:	
Signature:	
Date:	
Community Liai	son officer:
Signature:	
Date:	



PART C2 PRICING DATA

C2.1	PRICING INSTRUCTIONS	18
C2.2	BILL OF QUANTITIES	120

C2.1 PRICING INSTRUCTIONS

Pricing Assumptions mean the criteria as set out below, read together with all Parts of this contract document, which it will be assumed in the contract that the tenderer has taken into account when developing his prices.

- The JBCC General Preliminaries compiled by the Joint Building Contracts Committee, May 2018, form part of 1. the overall Preliminaries Bill of Quantities and the preliminaries specific variables are stated within the Contract Data.
- Tenderer to read preambles in the Bills of Quantities under each Bill and refer to the Standard Preambles to all trades in Annexure C.
- Unless otherwise stated, items are measured net in accordance with the drawings, and no allowance is made 3 for waste
- The guantities set out in the Bills of Quantities are the estimated guantities of the Works. The Contractor would 4 be required to undertake whatever quantities may be directed by the Principal Agent from time to time. The Final price paid for the completed Works shall be determined from the actual quantities of work executed and valued at the relevant unit rates and prices.
- The prices and rates to be inserted in the Bills of Quantities are to be the full inclusive prices for the work 5. described under the several items. Such prices and rates shall cover all costs and expenses that may be required in and for the execution of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based, as well as overhead charges and profit. Reasonable prices shall be inserted as these will be used as a basis for assessment of payment for additional work that may have to be carried out.
- 6. A price or rate is to be entered against each item in the Bills of Quantities, whether the quantities are stated or not. An item against which no price or a nil rate is entered will be considered to be covered by the other prices or rates in the Bills of Quantities, and that there is no charge for that particular item (even should the quantity subsequently increase).
- 7. Except where rates only are required, insert all amounts to be included in the total tendered price in the "Amount" column and show the corresponding total tendered price.
- 8 The units of measurement described in the Bills of Quantities are metric units. Abbreviations which may be used in these Bills of Quantities are as follows:

mm	=	millimetre	h	=	hour
m	=	metre	kg	=	kilogram
km	=	kilometre	t	=	ton (1000 kg)
m2	=	square metre	No.	=	number
m2.pass	=	square metre-pass	sum	=	lump sum
ha	=	hectare	MN	=	mega newton
m3	=	cubic metre	MN.m	=	mega newton-metre
m3.km	=	cubic metre-kilometre	P C sum	=	Prime Cost sum
	=	litre	Prov sum	ו =	Provisional sum
kl	=	kilolitre	%	=	per cent
MPa	=	mega Pascal	kW	=	kilowatt

- Where fractions of a cent occur in calculations of prices and amounts, they shall be rounded up/down to the 9 nearest whole cent.
- 10. The Tenderer is referred to F2.24 in Part T1.2 Tender Data regarding the pricing of Deviations and/or Qualifications.
- 11. Clause F.2.13.11 c) in Part T1.2 Tender Data shall be applicable to the submission of Bills of Quantities which have been priced electronically, and which the Tenderer wishes to submit as a printed version with his/her tender in the place of handwritten priced Bills of Quantities.



If there is found to be any variance between the printed version and the original issued document, the original shall stand. However, where Addenda have been issued which amend the Bills of Quantities, then the printed Bills of Quantities shall take these into account.

The pages of the issued Bills of Quantities should not be removed from the tender document.

12. All descriptions or clauses where trade names or proprietary products are specified, are deemed to include the phrase "or similar approve

C2.2 BILL OF QUANTITIES

BUILDING WORKS

SECTION 1 – PRELIMINARIES BILL NO.1 PRELIMINARIES SECTION 2 – KUYASA BILL NO.1 ARCHITECTURE BILL NO. 2 STRUCTURAL BILL NO. 3 ELECTRICAL BILL NO. 4 SUNDRY FIRE SECTION 3 – SIZAMILE BILL NO.1 ARCHITECTURE BILL NO. 2 STRUCTURAL BILL NO. 3 EXTERNAL WORKS BILL NO. 4 ELECTRICAL BILL NO. 5 SUNDRY FIRE

ltem		Quantity	Rate	Amount
No	SECTION: 1 PRELIMINARIES			
	BILL: 1 PRELIMINARIES			
	NOTES:			
	Contractor's detail breakdown			
	The tenderer is to provide a detailed breakdown of Preliminaries, including fees, levies, builders deposit, NHBRC fees, site maintenance and management, plant and tool hire, compliance costs, overheads, etc.			
	BUILDING AGREEMENT AND PRELIMINARIES			
	The JBCC Principal Building Agreement (May 2018 Edition 6.2) prepared by the Joint Building Contracts Committee shall be the applicable building agreement, amended as hereinafter described.			
	The JBCC Principal Building Agreement Contract Data, as well as all conditions contained in the tender document forms an integral part of this agreement. It is deemed that the contractor has taken this into consideration in his pricing.			
	The JBCC General Preliminaries (May 2018) published by the JOINT BUILDING CONTRACTORS COMMITTEE for use with the JBCC Principal Building Agreement shall be deemed to be incorporated in these Bills of Quantities.			
	The Tenderer is deemed to have referred to the above mentioned documents for the full intent and meaning of each clause. The Tenderer shall obtain at his own cost copies of the relevant contract documentation incorporated in these Bills of Quantities.			
	The Tenderer is to refer to the contract data conditions, tender document, etc. when pricing the preliminary and general section. It is deemed that the Tenderer has priced below in accordance with the entire conditions of the tender taken into consideration.			
	Carried Forward		R	
	Section No. 1 Bill No. 1 PRELIMINARIES			

R

SUPPLEMENTARY PREAMBLES

The General Preambles for Trades (2017 Edition) as published by the Association of South African Quantity Surveyors shall be deemed to be incorporated in these Bills of Quantities and no claims arising from brevity of description of items fully described in the said Model Preambles will be entertained.

Supplementary preambles are incorporated in these Bills of Quantities to satisfy the requirements of this project. Should there be conflict between the Supplementary Preambles and the Model Preambles, such discrepancy should be brought to the Principal Agent's attention.

The Tenderer's rates for all items throughout these Bills of Quantities shall take account of and include for all of the obligations, requirements and specifications given in the Model Preambles and in any supplementary preambles.

Before submitting his tender the contractor shall visit the site and satisfy himself as to the nature and extent of the work to be done and the value of the materials contained in the buildings or portions of the buildings to be demolished. No claim for any variations of the contract sum in respect of the nature and extent of the work or of inferior or damaged materials will be entertained. Not that some portions of the building such as the existing foundations and the ground floor construction are not visible.

The contractor shall carry out the whole of the works with as little mess and noise as possible and with a minimum of disturbance to adjoining premises and their tenants. He shall provide proper protection and provide, erect and remove when directed, any temporary tarpaulins screens, barriers, dust control, etc. that may be necessary during the progress of the works, all to the satisfaction of the principal agent. No additional claims in respect of the above mentioned shall be entertained.

Section No. 1 Bill No. 1 PRELIMINARIES **Carried Forward**

R

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Doors, fanlights, fittings, frames, linings, etc. which are to be re-used shall be thoroughly overhauled before refixing including taking off, easing and rehanging, cramping up, re-wedging as required and making good cramps, dowels, etc., and easing, oiling, adjusting and repairing ironmongery as necessary, replacing any glass damaged in removal or subsequently and stopping up all nail and screw holes with tinted plastic wood to match timber, unless otherwise described. Re-painting or re-varnishing is given separately. No additional claims in respect of the above mentioned shall be entertained.

Prices for taking out of doors, windows, etc. shall include for removal of all beads, architraves, ironmongery, etc.

With regard to building up of openings in existing walls, cement screeds and pavings, granolithic, tops of walls, etc., shall be levelled and prepared for raising of brickwork.

Making good of finishes shall include making good of the brick and concrete surfaces onto which the new finishes are applied, where necessary.

The contractor will be required to take all dimensions affecting the existing buildings on the site and he will be held solely responsible for the accuracy of all such dimensions where used in the manufacture of new items (doors, windows, fittings, roof trusses, steel frames, etc.). No additional claims in respect of the above mentioned shall be entertained.

Water supply pipes and other piping that may be encountered and found necessary to disconnect or cut shall be effectually stopped off or grubbed up and removed, and any new connections that may be necessary shall be made with proper fittings, to the satisfaction of the Principal Agent.

Where items of value are removed, the Contractor shall confirm their disposal with the client. Disposal/removal shall only be allowed once the Contractor has obtained permission from the Client.

Note that Tenderers may provide equivalent products provided it meets the design intent functionality, and quality of the items as specified and shall be subject to the Principal Agent's final approval.

Carried Forward

Section No. 1 Bill No. 1 PRELIMINARIES

Reference No: B/SM 116/25

R

Brought Forward	R	
Notwithstanding the Standard System of measuring Building Work colours shall be to the Architect's reviewed and accepted colours and there shall be no variation in price due to the type of colours or groups of colours. The tenderer is deemed to have allowed for this in his rates.		
Note: Accent colour to be provided as per Architect's instructions. Colour to be confirmed		
Doors to be lightly sanded and cleaned of dust and dirt before application of paint.		
Preparatory Work to Existing Work		
Previously painted plastered surfaces		
Surfaces shall be thoroughly washed down and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler and finished smooth.		
Previously painted metal surfaces		
Surfaces shall be thoroughly rubbed and cleaned down. Blistered or peeling paint shall be completely removed down to bare metal.		
Previously painted wood surfaces		
Surfaces shall be thoroughly cleaned down. Blistered or peeling paint shall be completely removed and cracks and crevices shall be primed, filled with suitable filler and finished smooth.		
General		
For any particular work the primary coat and subsequent coats of paint shall be executed with paints from the same manufacturer.		
Descriptions shall be deemed to include for cutting in of contrasting colours or paints and masking as required.		
Carried Forward	R	
Section No. 1		
Bill No. 1 PRELIMINARIES		
		Page 123 of 187

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Descriptions of paintwork and preparatory work to profiled surfaces which state that the work has been measured on flat shall be deemed to include all areas of the profiled surfaces including projections, grooves, narrow girths, etc.

No claims in repect of additional work, re-work, sequencing, etc. will be entertained in this regard.

Paint Specifications

All painting shall be done in accordance with the manufacturers specification unless otherwise described. In addition the Tenderer shall handover a 7 (SEVEN) year guarantee from the manufacturer on completion of the works.

The tenderer shall ensure that he compiles with the manufacturer's specification, inspection and quality control procedures to ensure that the guarantee is obtained to the manufacturer's satisfaction. Rates provided below are deemed to include for above-mentioned and no further claims shall be entertained in this regard.

All preparatory work to undertaker is to be executed in accordance with the manufacturer's specification and methodology. No claims for additional work, expense and loss, etc. will be entertained in this regard.

PRICING OF PRELIMINARIES

Should the Tenderer select Option A in terms of clause D4.0 of the Contract Data for the purpose of adjustment of these Preliminaries, the amount entered into the amount column in these Preliminaries is to be divided into one or more of the three categories provided namely fixed (F), value related (V) and time related (T).

SUMMARY OF CATEGORIES

- Fixed Related
- 1 Category: Fixed

Value Related

Category: Value

2

3

Section No. 1 Bill No. 1 PRELIMINARIES

Carried Forward

Item

Item

. 1

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	Brought Forward	I	R		
	Time Related				
4	Category: Time	ltem			
	Carried to Final Summary Section No. 1		R		
	Bill No. 1 PRELIMINARIES				
				Page 125 of	407

_			Quantity	Rate	Amount
ltem No	SECTION NO.2 KUYASA				
	BILL NO.1 ARCHITECTURE				
	GROUND FLOOR				
	Read items below in reference to Architectural Drawing: 6710905S-A-4.1-100-B				
1	Supply and install new Vaal Bantam or proven equivalent wash basin and complete plumbing installation (cold water only) in accordance with SANS building standards. Make good to all wall penetrations, plaster, paint, etc. (A05 & A13)	No	2		
2	Carefully remove, disconnect and set aside existing sanitary ware to be reinstated later and demolish cracked portion of existing wall and reconstruct new one brick NFP wall including brick reinforcement, interlocking into existing and plaster mesh both sides (S05A), plaster and painted both sides in accordance with architectural specification (colour must be confirmed with Architect prior to painting) (A13).	m2	15		
3	Carefully remove existing ceiling boards and support grids below attic floor to be replaced with new (elsewhere) (A12)	m2	214		
4	Flush plastered gypsum plasterboard suspended ceiling screwed to and including screw-up suspension grid consisting of main tees at 1200mm centres and galvanised steel capped cross tees at 400mm centres and with tape fixed over joints and finished with gypsum plaster trowelled to a smooth to a smooth polished surface and painted as per architectural specification (A12). Rates shall be deemed to include for extra over items in relation to cut-outs for light fittings, diffusers, etc.	m2	214		
5	Reinstate existing basin previously set aside complete with slotted waste coupling, waste connection, bottle trap, cold water supplies, and waste pipe to drainage system (A13)	No	1		
6	All rubble at the existing Play Area, in and around the high vegetation, is to be removed and discarded of to a site located by contractor. (A14)		ltem		
	Section No. 2 Bill No. 1				
	ARCHITECTURE				
					Page 126 of 187

	Brought Forward			R		
7	The existing Jungle Gym to be demolished and the vertical timber posts seem to be in a reasonably good condition and should remain, the rest of the timber members to be discarded of to a site located by contractor (A14)		Item			
8	Supply and install a new multi-feature Jungle Gym constructed with treated (non-harmful to humans) timber, and to be painted on completion. The new Jungle Gym to consist of the following: 2x timber decks (1200 x 1200mm minimum) with timber plank roofs over; 1x Tyre Tower; 2x Tyre Swings; 1x Solid Bridge; 1x Rope Ramp; 1x Log Ladder; 1x Tyre Ladder and 1x Tyre Tower (A14)		ltem			
9	Door leaf to be carefully removed and swing direction to be changed (doors to be turned around). Existing timber door leafs and frame to be re-used. Existing door leafs and frame to external double doors at passage to be removed carefully, so as not to damage door frame and door leafs. The existing door frame and timber doors to be sanded down completely and finished with an approved paint system suitable for previously painted wood, all as per manufacturer's recommended specification. Existing lock set, handles, and hinges to be replaced to match existing. (A15)		ltem			
10	Door leaf to be carefully removed and swing direction to be changed. Existing timber door leaf and frame to be reused. (A16)	No	1			
11	Minimum 2.4m high shade cloth and temporary galvanised 100x50mm weld mesh fence hoarding in varying panel lengths to be erected as indicated, and 80% shade cloth tied on with galvanised tie wire. 1x Vehicle access and 1x pedestrian access gates to be provided, all inclusive of ground spikes, stability braces and safety signage. (Ref No: A-17)	m	50			
12	Build up 220mm NFP brick wall and tie in existing brick work, including cement plaster on both sides. 1 Full coat of plaster primer and Acrylic emulsion paint and 2 full coats of velvet sheen, Acrylic Emulsion wall coating, highly washable and stain resistant. Colours to be approved by Architects (Ref No: A13)	m2	10			
	Carried Forward			R		
	Section No. 2 Bill No. 1					
	ARCHITECTURE					
					Page 127 of	1

	Brought Forward	1		R	[
13	Build up 220mm NFP brick wall and tie in existing brick work, including cement plaster on both sides. 1 Full coat of plaster primer and Acrylic emulsion paint with externally with UV-resistant properties externally and 2 full coats of velvet sheen, Acrylic Emulsion wall coating, highly washable and stain resistant. Colours to be approved by Architects (Ref No: S05B)	m2	6			
14	Build up 220mm NFP brick wall on precast lintels and tie in existing brick work, including cement plaster on both sides. 1 Full coat of plaster primer and Acrylic emulsion paint with externally with UV-resistant properties externally and 2 full coats of velvet sheen, Acrylic Emulsion wall coating, highly washable and stain resistant. Colours to be approved by Architects (Ref No: S06)	m2	3			
15	Take out and remove timber door and frame	No	6			
16	Break up brick wall to widen opening to a size of 813mm wide and making good to reveals and threshold (where existing door openings are less than 750mm).	No	5			
17	Single leaf door size of 1015 x 2030mm, comprising 44mm Semi-solid core V-joint and flush single panel fixed to timber frame (elsewhere).	No	7			
18	70x90mm Rebated frame fixed to suit door size of 1015 x 2030mm High	No	7			
	FIRST FLOOR					
	Read items below in reference to Architectural Drawing: 6710905S-A-4.1-100-B					
19	Remove existing floor coverings adhesives, etc. complete (A10)	m2	204			
20	Remove existing skirtings (A10).	m	88			
21	Carefully remove damaged timber floor boards subject to Engineer's confirmation. 50% provisionally allowed (A10)	m2	102			
22	Replace existing timber boards in accordance with Architectural Specification (50% Provisionally allowed). (A10)	m2	102			
	Section No. 2 Carried Forward Bill No. 1 ARCHITECTURE			R	Page 128 of 1	187

	Brought Forward			R	
23	Supply and install new 19x76mm meranti skirting fixed to wall with 19mm merati quandrant as per Architect's specification (A10)	m	88		
24	Sand down prepare and apply approved timber varnish to floors (A10)	m2	204		
25	Ditto the above for skirtings (A10).	m	88		
26	Timber door frame to be repaired in place. Door frame to have 3 x 100mm solid brass, heavy-duty door butt hinges, no top light to be provided. Replace the existing external timber door with an exterior grade hardwood panel timber door. The new door to be sanded down completely and finished with a suitable and approved Timber Paint (to match existing/original), as per manufacturer's specification. All ironmongery (door handles and locks) to be replaced with new ironmongery. (A11)		ltem		
27	Build up 110mm wide chimney in NFP bricks, including cement plaster to match existing plaster work and one full coat, suitable plaster primer and 2 full top coats of Acyclic emulsion paint with UV-resistant properties.	m2	10		
	ROOF				
	Asbestos client or asbestos contractor must appoint an approved inspection authority with the Department of Labour.				
	Asbestos workplan must be drafted and be approved by the AIA, signed by the asbestos client, contractor and AIA.				
	Department of Labour must be notified of the asbestos work to be perfomed 7 days in advance.				
	Carried Forward Section No. 2 Bill No. 1 ARCHITECTURE			R	
					Page 129 of

	Brought Forward			R	
	Contractor must supply copies of the following documents to the asbestos client on completion of the project: 1. Appointment letter of the AIA 2. Asbestos work plan and Annexure 2 3. Notification of asbestos work 4. Contractor's asbestos certificate 5. Asbestos workers training certificates 6. Asbestos workers - medical fitness report 7. Handover document of PPE to workers 8. Transport and dumping certificate 9. Asbestos clearance report				
	Read items below in reference to Architectural Drawing: 6710905S-A-4.1-100-B				
28	AIA - Asbestos Inspection authority - asbestos work plan, notification to Department of Labour, site monitoring, site clearance report		ltem		
29	Removal of existing asbestos roof sheeting and roof accessories in accordance with Asbestos Abatement Regulations 2020 (A01)	m2	149		
30	New Big Six profile roof sheeting or proven equivalent complete with all profile and closers, AZ flashings, hip cups, ridge caps, fascias, barge boards, etc complete and as per manufacturers instruction (A01)	m2	149		
31	New Big Six or proven equivalent bird-proofing (920mm)	m	33		
32	Supply and install Fibre Cement ridge capping (190x190mm)	m	3		
33	Removal of existing asbestos victorian roof sheeting and roof accessories in accordance with the Asbestos Abatement Regulation 2020 (A02)	m2	119		
34	New Nutec Big Six profile 6mm roof sheeting or proven equivalent complete with all profile and closers, flashings, hip cups, ridge caps, fascias, barge boards, etc. complete and as per manufacturers instruction (A03)	m2	119		
35	Transport and dumping of asbestos roof sheets at Visserhok dumping site	t	11.00		
36	Removal of existing asbestos gutters in accordance with Asbestos Abatement Regulations 2020 (A04) Carried Forward	m	91	R	
	Section No. 2 Bill No. 1				30 of 18

	Brought Forward	ĺ		R		I
37	Removal of existing asbestos downpipes in accordance with Asbestos Abatement Regulations 2020 (A04)	m	20			
38	Supply and install 150mm uPVC Gutters including sealed joints, corners, and end caps (A04).	m	91			
39	Supply and install 75mm \emptyset downpipes complete with offsets and shoes (A04)	m	20			
40	Apply a thin uniform coating of approved primer by means of a paint roller to the entire area, including the parapets and upstand beams. (A06)	m2	18			
41	Average 75mm thick screed to falls to receive waterproofing including 75mm thick triangular fillets. (A06)	m2	18			
42	Supply a new 4mm thick approved type Bitumen Torch- on waterproofing membrane with 100mm overlaps on all sides. Apply an approved top coat of Bitumenous Aluminium Reflective Paint, to manufacturer's specifications. (A06)	m2	18			
	<u> PROVISIONAL SUMS - KUYASA</u>					
	Note: The items hereunder cover work which is not fully defined at tender date and which is intended to be executed by the contractor and/or specialists sub- contractors and will be measured at completion and priced in terms of the contract. Tenderers are to make the necessary allowances for this scope of work as realised. The amounts shown shall be used as directed by the principal agent and shall be deducted in whole or in part if not required.					
	The submission of a minimum of three (3) market- related quotations. Quotations for service providers may be solicited by any of the following entities;					
	The main contractor; A member of the consulting team The implementing agent; and/or The end-user					
	A detailed review of the submitted quotations will be undertaken by the principal agent. The consultant's and contractor's comments may be solicited for this review					-
	process. Carried Forward			R		
	Section No. 2 Bill No. 1 ARCHITECTURE				Page 131 of	1

	Brought Forward		R		ĺ
	The contractor is to only commence works related to any allowance upon the receipt of a written instruction from a representative of the principal agent.				
	Allowances are only to be expended/utilised/spent upon the completion of the above mentioned sequential process.				
	Note to tenderers				
	Under no circumstances must any Prime Cost Amounts, Provisional Amounts and Budgetary Allowances be extended at an amount lower than the amount given in this Bill.				
	The following sums and amounts are NET, in respect of the Provisional Amounts.				
	Provisional and Budgetary sums contained herein may be omitted or reduced at the employers sole discretion and the Contractor shall NOT be entitled to claim for any loss by way of reductions or omissions of any discount or percentage relating to Provisional and Budgetary sums or any loss of profit related thereto.				
43	Provide the amount of R40,000.00 (Forty Thousand Rand) for designated Community Liason Officer (R10,000.00).	ltem			
	Sundry Alteration Work				
44	Provide the sum of R160,000.00 (One Hundred and Sixty Thousand) for sundry alteration work not defined at tender.	ltem			
	Carried Forward to Summary of Section No. 2		R		
	Section No. 2 Bill No. 1				
	ARCHITECTURE				
				Page 132 of	 1:

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ltem		Quantity	Rate	Amount
Νο	SECTION NO.2 KUYASA			
	BILL NO.2 STRUCTURAL			
	Read items below in reference to Structural Drawings: 6710905S-S-4.1-100-B, 6710905S-S-4.1- 101-B, 6710905S-S-4.1-102-B & 6710905S-S-4.1-103- B			
1	Demolish existing chimney to underside attic floor and reconstruct (reconstruction measured elsewhere). (S01)	ltem		
2	Demolish existing chimney to underside attic floor and make good to other trades. (S01)	ltem		
3	Provide treated 50 x 76 Grade SA Pine purlins on edge to (originally) tiled roof. Do not remove the existing 38 x 38 battens. Inspect the condition of the existing purlins on the (originally) asbestos roof and in consultation with the Engineer replace as necessary. Inspect the existing roof trusses and repair any damaged members or loose connections (Ref No: S03)	n 512		
4	Replace all rotten or fractured tie beams with 70 x 300 Grade 5 laminated SA Pine members, bolted to existing rafters with 2M12 bolts per end connection. Consult with the Engineer before installation of new attic floor. (Ref No: S04)	n 335		
5	Demolish cracked portion of existing gable wall to be reconstructed (reconstruction measured elsewhere). (S06) mi	2 9		
6	Carefully remove the existing attic floors and provide additional 70 x 300 Grade 5 laminated SA Pine joists, complete with nogging, fixed to existing walls with joist hanger. Replace attic floors with 25 x 152 treated Grade 5 SA Pine, nailed to the joists/tie beams. (Ref No: S07)	2 214		
7	Expose and inspect existing Patio roof beam for rot and decay, particularly near all RWP's, and in consultation with the Architect/Engineer replace all weakened elements to match existing. Sand down and repaint entire beam to Architect's specifications (S08)	ח 40		
	Carried Forward		R	
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8	Remove existing roof trusses above Patio and replace with 38 x 76 SA Pine purlins on 38 x 228 SA Pine rafters at approximately 1.2m c/c, fixed to wall and Patio Roof beam with galvanised truss brackets. Purlins, rafters, and beam to be treated Grade 7 SA Pine (will be exposed). (Ref No: S09)	m2	150		
9	Create braced bays using 38 x 110 SA Pine Grade 5, nailed between existing truss top chords Measured flat on plan. (S10)	m	60		
10	Tie Cape Dutch gable walls to roof trusses as shown, using 10mm diameter galvanised tension rods. Re-use existing wall restraints on gable wall outside elevation.		00		
	(S10)	m	20		
	Carried Forward to Summary of Section No. 2 Section No. 2 Bill No. 2 STRUCTURAL			R	
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SECTION NO.2 KUYASA BILL NO.3 ELECTRICAL Read items below in reference to Electrical Drawings: 6710905S-E-4.1-100-B, 6710905S-E-4.1- 101-B LV CONDUCTORS (GENERAL PURPOSE) Supply, delivery, installation and commissioning of the following General Purpose 600/1000V PVC insulated stranded copper conductors drawn into conduit or layed into trunking in accordance with the project specification. 2.5 mm ² GP Cu 2.5 mm ² GP Cu Earth 4 mm ² GP Cu Earth	E E S	1,000 500		
Read items below in reference to Electrical Drawings: 6710905S-E-4.1-100-B, 6710905S-E-4.1- 101-B LV CONDUCTORS (GENERAL PURPOSE) Supply, delivery, installation and commissioning of the following General Purpose 600/1000V PVC insulated stranded copper conductors drawn into conduit or layed into trunking in accordance with the project specification. 2.5 mm ² GP Cu 2.5 mm ² GP Cu Earth 4 mm ² GP Cu	m			
Drawings: 6710905S-E-4.1-100-B, 6710905S-E-4.1- 101-B LV CONDUCTORS (GENERAL PURPOSE) Supply, delivery, installation and commissioning of the following General Purpose 600/1000V PVC insulated stranded copper conductors drawn into conduit or layed into trunking in accordance with the project specification. 2.5 mm ² GP Cu 2.5 mm ² GP Cu Earth 4 mm ² GP Cu	m			
Supply, delivery, installation and commissioning of the following General Purpose 600/1000V PVC insulated stranded copper conductors drawn into conduit or layed into trunking in accordance with the project specification. 2.5 mm ² GP Cu 2.5 mm ² GP Cu Earth 4 mm ² GP Cu	m			
the following General Purpose 600/1000V PVC insulated stranded copper conductors drawn into conduit or layed into trunking in accordance with the project specification. 2.5 mm ² GP Cu 2.5 mm ² GP Cu Earth 4 mm ² GP Cu	m			
2.5 mm² GP Cu Earth 4 mm² GP Cu	m			
4 mm² GP Cu		500		
	~			
4 mm ² CD Cu Forth	m	300		
4 mm² GP Cu Eann	m	150		
6 mm² GP Cu	m	50		
LV CABLING (SURFIX)				
Supply, delivery, installation and commissioning of the following 3-Core Surfix 600/1000V conductors drawn into conduit or layed into trunking in accordance with the project specification.				
2.5 mm ² 3C Surfix	m	300		
4 mm² 3C Surfix	m	150		
2.5 mm ² 3C Surfix Termination	No	30		
4 mm ² 3C Surfix Termination	No	10		
CONTAINMENT				
Carried Forward Section No. 2 Bill No. 3 ELECTRICAL			R	
	Arawn into conduit or layed into trunking in accordance with the project specification. 2.5 mm ² 3C Surfix 4 mm ² 3C Surfix 2.5 mm ² 3C Surfix Termination 4 mm ² 3C Surfix Termination CONTAINMENT CONTAINMENT Section No. 2 Bill No. 3	drawn into conduit or layed into trunking in accordance with the project specification. 2.5 mm² 3C Surfix m 4 mm² 3C Surfix m 2.5 mm² 3C Surfix Termination No 4 mm² 3C Surfix Termination No 4 mm² 3C Surfix Termination No CONTAINMENT No Section No. 2 Section No. 2 Sill No. 3 Section No. 2	drawn into conduit or layed into trunking in Image: Conduct of Layed Into trunking in accordance with the project specification. m 2.5 mm² 3C Surfix m 4 mm² 3C Surfix m 2.5 mm² 3C Surfix Termination No 30 4 mm² 3C Surfix Termination No 4 mm² 3C Surfix Termination No 10 CONTAINMENT Carried Forward Section No. 2 Sill No. 3 3 3	drawn into conduit or layed into trunking in 30 accordance with the project specification. 30 2.5 mm² 3C Surfix m 300 4 mm² 3C Surfix m 150 2.5 mm² 3C Surfix Termination No 30 4 mm² 3C Surfix Termination No 10 CONTAINMENT Carried Forward R Section No. 2 Section No. 2 R

	Brought Forward			R		
	Supply, delivery, installation and commissioning of the following containment including all mounting accessories as required in accordance with the project specification. Pricing to include all joining, couplers, consumables, conduit ends, bending, saddles, fastners, accessories and mounting assessories, etc.					
10	25 mm dia PVC Conduit, Surface Mounted. Complete with all mounting accessories	m	500			
11	25 mm dia PVC Conduit Saddle Brackets	No	20			
12	65 mm PVC round box connecting 25mm dia conduit. Complete with lid and accessories	No	50			
13	65mm PVC Round PVC Box Lid/Blank Cover	No	10			
14	P2000 PVC Trunking complete with PVC covers, splicing, joints and accessories, including all mounting accessories, end caps, hangers, brackets etc.	m	100			
15	P9000 PVC Trunking complete with PVC covers, splicing, joints and accessories, including all mounting accessories, end caps, hangers, brackets etc.	m	50			
16	Two compartment power skirting heavy duty PVC, complete with matching covers and all accessories.	m	25			
17	Corner piece - Two compartment PVC power skirting	No	6			
18	End piece - Two compartment PVC power skirting	No	4			
	LIGHT FITTINGS AND ACCESSORIES					
	Supply, delivery, installation and commissioning of the following luminaires and accessories in accordance with the project specification, mounted in the positions shown on the electrical layouts.					
19	Type B1 - 43W LED Linear Luminaire, Surface Mounted (Lascon C10-HO-43W-LED or similar approved)	No	41			
20	Type B2 - 24W LED Linear Luminaire, Surface Mounted (Lascon C10-HE-24W-LED or similar approved)	No	12			
21	Type F1 - 50W LED Floodlight, Surface Mounted (Rubicon Chira or similar approved). Complete with steel cage vandal proof cover.	No	12			
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	Section No. 2 Bill No. 3					
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22	Type X1 - 20W LED Vandal Proof Bulkhead, Surface Mounted (Bekabulk or similar approved)	No	10		
23	Type X2 - 20W LED Round Bulkhead, Surface Mounted (Lascon ROMA-21W-LED or similar approved)	No	8		
24	16A Light switch, one lever, wall mounted, recessed or surface mounted (Crabtree or similar approved)	No	35		
25	16A Light switch, two lever, wall mounted, recessed or surface mounted (Crabtree or similar approved)	No	7		
26	16A Light switch, one lever, wall mounted, surface mounted, IP65	No	6		
27	16A Day/Night Switch, IP65, UV Protected, Surface Mounted, Wired to DB contactor circuit	No	2		
28	5 Amp, 230V, unswitched socket outlet mounted to conduit round box in ceiling space.	No	53		
	SOCKET OUTLETS AND ISOLATORS Supply, delivery, installation and commissioning of the following outlets and isolators in accordance with the relevant electrica drawings and project specification.				
29	<u>16A SANS 164-1/2 Combination 4x4 Switched Socket</u> <u>Outlet, Wall Mounted, PVC Cover, White Finish</u> (Crabtree or similar approved)	No	54		
30	<u>20A DP 4x4 Isolator Switch, Wall Mounted, PVC Cover,</u> White Finish (Crabtree or similar approved)	No	4		
31	63A DP 4x4 Isolator Switch, Wall Mounted, PVC Cover, White Finish (Crabtree or similar approved)	No	2		
32	<u>32A DP IP65 Rotary Isolator Switch, Surface Mounted</u> (Gewiss or similar approved)	No	4		
33	<u>4x4 Draw Box Cover Plate</u>	No	10		
34	16A SANS 164-1 SSO mounted to power skirting	No	<u>13</u>		
35	16A Dedicated Red SANS 164-1, mounted to power skirting	No	13		
36	10A ZA SANS 164-2, mounted to power skirting	No	13		
	Carried Forward			R	
	Section No. 2 Bill No. 3				
	ELECTRICAL				
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	Brought Forward			R
37	RJ-45 Data Outlet, mounted to power skirting	No	13	
38	Pop-Up Floor Box With 1 x 16A SSO (SANS 164-1/164- 2 Combination)	No	2	
	DISTRIBUTION BOARDS			
	Supply, delivery, installation and commissioning of the following electrical distribution boards (inclusive of new switchgear) in accordance with the relevant electrical single line diagram drawings and project specification.			
39	MDB (Kitchen) In Accordance With E-100 Detail A	No	1	
40	IT-SDB (Storage) In Accordance With E-101 Detail B	No	1	
41	Removal and decommissioning of the existing MDB and IT-SDB distribution boards.		ltem	
42	Liaison with the Stellenbosch Municipal Authority for shut down procedure required.		Item	
	MISCELLANEOUS WORKS			
43	For MDB (Kitchen), perform testing and commissioning of the electrical installation in line with SANS 10142- 1:Latest Edition by a Registered Electrician including issuing of a Certificate of Compliance and Test Report for all circuits fed from/to MDB and all alterations made to the existing electrical installation.		ltem	
44	For IT-SDB (Storage), perform testing and commissioning of the electrical installation in line with SANS 10142-1:Latest Edition by a Registered Electrician including issuing of a Certificate of Compliance and Test Report for all circuits fed from/to SDB-1 and all alterations made to the existing electrical installation.		Item	
45	Earth and bond the complete electrical installation and the distribution boards in compliance with SANS 10142- 1:Latest Edition.		Item	
46	Labelling of all socket outlets and light switches mapped to DB legend cards using laser engraved aluminium tags		ltem	
47	Statutory electrical signage		Item	
	Carried Forward			R
	Section No. 2			

	Brought Forward		R		
3	12-Month Workmanship guarantee on the entire electrical installation	ltem			
9	Allow for general remedial work, cable management, removal of redundant wiring, OHS hazards, and making good all critical defective items as denoted on the electrical layouts.	ltem			
	Carried Forward to Summary of Section No. 2 Section No. 2		R		
	Bill No. 3 ELECTRICAL				
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	SECTION NO.2 KUYASA BILL NO.4	I			
	SUNDRY FIRE				
1	Read items below in reference to Fire Drawings: 6710905S-M-4.1-K501-A & 6710905S-M-4.1-K502-A	No	6		
2	4.5kg DCP Fire Extinguisher (Dry Chemical Powder). SABS Approved. Including Fire Compliance Certificate.				
3	30m Hose Reel with a plastic fire cabinet. Connect to existing plumbing using a minimum 25mm pipe. Including fire compliance certificate.	No	2		
Ŭ	Box up the kitchen extraction ducting with fire resistant				
	gyproc fire resistant board. Box up the entire length from the hood to the underside of ceiling. Including 400x500mm access hatch on ground floor ceiling and	m2	13		
4	cleaning of ducting (Ref No: M.03)	No	35		
5	Fixing of fire signage with screws (Ref No: M.04)	No	14		
6	Service of fire extinguishers (Ref No: M.05)				
	Install wood backing with hanging bracket for a dry chemical fire extinguisher at 1m from FFL. (Ref No: M.06)	No	1		
7			ltem		
	Connection of grey water pipe to existing sewer drainage (Ref M.07)				
	Carried Forward to Summary of Section No. 2 Section No. 2 Bill No. 4 SUNDRY FIRE			R	-

	SECTION SUMMARY - SECTION 2: KUYASA	I		
Bill No		Page No		Amount
1	ARCHITECTURE	13		
2	STRUCTURAL	15		
3	ELECTRICAL	20		
4	SUNDRY FIRE	21		
			_	
	Carried to Final Summary		R	
	Section No. 2			
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ltem No

		Quantity	Rate	Amount
SECTION NO.3 SIZAMILE				
BILL NO.1 ARCHITECTURE				
Asbestos client or asbestos contractor must appoint an approved inspection authority with the Department of Labour.				
Asbestos workplan must be drafted and be approved by the AIA, signed by the asbestos client, contractor and AIA.				
Department of Labour must be notified of the asbestos work to be perfomed 7 days in advance.				
Contractor must supply copies of the following documents to the asbestos client on completion of the project: 1. Appointment letter of the AIA 2. Asbestos work plan and Annexure 2 3. Notification of asbestos work 4. Contractor's asbestos certificate 5. Asbestos workers training certificates 6. Asbestos workers - medical fitness report 7. Handover document of PPE to workers 8. Transport and dumping certificate 9. Asbestos clearance report				
Read items below in reference to Architectural Drawing: 6710905S-A-4.1-106-B				
AIA - Asbestos Inspection authority - asbestos work plan, notification to Department of Labour, site monitoring, site clearance report		ltem		
Removal of existing Big Six asbestos roof sheeting and roof accessories in accordance with Asbestos Abatement Regulations 2020 (A08)	m2	15		
New Nutec Big Six profile 3.6mm roof sheeting or proven equivalent complete with all profile and closers, flashings, hip cups, ridge caps, fascias, barge boards, etc. complete and as per manufacturers instruction				
(A03) Transport and dumping of asbestos roof sheets at Visserhok dumping site	m2 t	15 0.50		
Section No. 3 Bill No. 1				
ARCHITECTURE Carried Forward			R	

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	Pure Coatings (or proven equivalent) Unit 7 Pryde Park Broadlands Road Strand				
	Contact: 079 77 3029 Jacques@purecoatings.co.za				
5	Inspect the roof for any cracks or water leaks and fix it before the roof is encapsulated and painted. Fix these areas with Pure Coatings Liquid Seal or proven equivalent. Replace all profiles end closures, flashings, hip caps, ridge caps, facias, and barge boards where broken or missing, all as per manufacturers specification		ltem		
	Encapsulation of asbestos roof sheeting				
6	Chemically clean the roof with Pure Coatings AML805 Biocide or proven equivalent to remove the buildup on the roof sheets.	m2	350		
7	Low pressure wash the roof after 5 days. Install filters on the downpipes to prevent the debris for entering the water systems.	m2	350		
8	Apply Pure Coatings - DS251 Bonding primer or proven equivalent to the cleaned roof by means of airless spray to ensure maximum bonding. Minimum 2 - 3 coats.	m2	350		
9	Apply Pure Coatings - Liquid Coatings top coat by means of airless spray or proven equivalent to ensure maximum bonding. Minimum 2-3 coats. (Colour to match existing).	m2	350		
10	Carefully remove steel frame windows and burglar bars and set aside for later reuse according to Architectural Specification (A01)	No	4		
11	Carefully remove floor tiles. Rake out grouting to the full depth of the tile and replace tiles to match existing, with an approved grout mix containing a water repellent additive. (A02)	m2	4		
12	Carefully remove carpet and underlay. (A03)	m2	33		
13	Supply and install 500x500mm approved carpet tiles with Stainproof fibre. (A03)	m2	33		
	Section No. 3 Bill No. 1 Carried Forward ARCHITECTURE			R	Page 143 of

Supply and install new 19x76mm meranti skirting fixed to wall with 19mm merati quandrant as per Architect's specification (A03)				
	m	75		
Remove existing ceiling boards and cornices. (A04)	m2	39		
Supply and install Gypsum plasterboard ceiling including paint to Architectural Specification (A04).	m2	39		
Supply and install polystyrene coved cornice including paint to Architectural specification (A04).	m	80		
Remove and discard of existing broken toilet pan to a site located by contractor (A05).	No	1		
Supply and install Junior toilet pan and cistern or proven equivalent, complete with seat and all plumbing for a fully functional installation. (A05)	No	1		
The threaded bolts protruding through the wall to be removed (or cut off flush with the wall) at all windows where external burglar bars were fixed. Repair and make good finishes in all trades. Repair openings in wall with same material and make good in all trades. All edges to be taped and skim plastered. Repaint wall: Dust off and apply one (1) coat approved Universal Undercoat. Apply 2 coats approved Premium quality velvet sheen Acrylic emulsion wall coating, to correctly prepared surfaces. Wall coating to be highly washable, UV- and stain resistant . Colour to be specified, confirmed and approved on site. (Ref No: A07)	No	84		
Encapsulating Big Six profile roof including waterproof membrane and paint approved for asbestos roofs according to Architectural Specification. All in accordance with Asbestos Abatement Regulations 2020. (A08)	m2	350		
Supply and install 150mm uPVC Gutters including sealed joints, corners, and end caps	m	26		
Supply and install 75mm Ø downpipes complete with offsets and shoe	m	16		
Carried Forward			R	
	 Supply and install Gypsum plasterboard ceiling including paint to Architectural Specification (A04). Supply and install polystyrene coved cornice including paint to Architectural specification (A04). Remove and discard of existing broken toilet pan to a site located by contractor (A05). Supply and install Junior toilet pan and cistern or proven equivalent, complete with seat and all plumbing for a fully functional installation. (A05) The threaded bolts protruding through the wall to be removed (or cut off flush with the wall) at all windows where external burglar bars were fixed. Repair and make good finishes in all trades. Repair openings in wall with same material and make good in all trades. All edges to be taped and skim plastered. Repaint wall: Dust off and apply one (1) coat approved Universal Undercoat. Apply 2 coatis approved Premium quality velvet sheen Acrylic emulsion wall coating, to correctly prepared surfaces. Wall coating to be highly washable, UV- and stain resistant . Colour to be specified, confirmed and approved on site. (Ref No: A07) Encapsulating Big Six profile roof including waterproof membrane and paint approved for asbestos roofs according to Architectural Specification. All in accordance with Asbestos Abatement Regulations 2020. (A08) Supply and install 150mm uPVC Gutters including sealed joints, corners, and end caps Supply and install 75mm Ø downpipes complete with offsets and shoe 	Supply and install Gypsum plasterboard ceiling including paint to Architectural Specification (A04). m2 Supply and install polystyrene coved cornice including paint to Architectural specification (A04). m Remove and discard of existing broken toilet pan to a site located by contractor (A05). No Supply and install Junior toilet pan and cistern or proven equivalent, complete with seat and all plumbing for a fully functional installation. (A05) No The threaded bolts protruding through the wall to be removed (or cut off flush with the wall) at all windows where external burglar bars were fixed. Repair and make good finishes in all trades. Repair openings in wall with same material and make good in all trades. All edges to be taped and skim plastered. Repain wall: Undercoat. Apply 2 coats approved Premium quality velvet sheen Acrylic emulsion wall coating, to correctly prepared surfaces. Wall coating to be highly washable, UV- and stain resistant. Colour to be specified, confirmed and approved on site. (Ref No: A07) No Encapsulating Big Six profile roof including waterproof membrane and paint approved for asbestos roofs according to Architectural Specification. All in accordance with Asbestos Abatement Regulations 2020. (A08) m2 Supply and install 150mm uPVC Gutters including sealed joints, corners, and end caps m Supply and install 75mm Ø downpipes complete with offsets and shoe m	Supply and install Gypsum plasterboard ceiling including paint to Architectural Specification (A04). m2 39 Supply and install polystyrene coved cornice including paint to Architectural specification (A04). m 80 Remove and discard of existing broken toilet pan to a site located by contractor (A05). No 1 Supply and install Junior toilet pan and cistern or proven equivalent, complete with seat and all plumbing for a fully functional installation. (A05) No 1 The threaded bolts protruding through the wall to be removed (or cut off flush with the wall) at all windows where external burglar bars were fixed. Repair and make good insihes in all trades. Repair openings in wall with same material and make good in all trades. All edges to be taped and skim plastered. Repair twall: Dust off and apply one (1) coat approved Universal Undercoat. Apply 2 coats approved Premium quality velvet sheen Acrylic emulsion wall coating, to correctly prepared surfaces. Wall coating to correctly prepared surfaces. Wall coating to be highly washable, UV- and stain resistant . Colour to be specified, confirmed and approved on site. (Ref No: A07) No Encapsulating Big Six profile roof including waterproof membrane and paint approved for asbestos roofs according to Architectural Specification. All in accordance with Asbestos Abatement Regulations 2020. (A08) m2 350 Supply and install 150mm uPVC Gutters including sealed joints, corners, and end caps m 16	Supply and install Gypsum plasterboard ceiling including paint to Architectural Specification (A04). m2 39 Supply and install polystyrene coved cornice including paint to Architectural specification (A04). m 80 Remove and discard of existing broken toilet pan to a site located by contractor (A05). No 1 Supply and install Junior toilet pan and cistern or proven equivalent, complete with seat and all plumbing for a fully functional installation. (A05) No 1 The threaded bolts protruding through the wall to be removed (or cut off flush with the wall) at all windows where external burglar bars were fixed. Repair openings in wall with same material and make good finishes in all trades. All edges to be taped and skim plastered. Repair upwalls: Dust off and apply one (1) coat approved Universal Undercoat. Apply 2 coats approved Premium quality velvet sheen Acrylic emulsion wall coating, to correctly prepared surfaces. Wall coating to be precified, confirmed and approved on site. (Ref No: A07) No Encapsulating Big Six profile roof including waterproof membrane and paint approved for asbestos roofs according to Architectural Specification. All in accordance with Asbestos Abatement Regulations 2020. (A08) m2 350 Supply and install 150mm uPVC Gutters including sealed joints, corners, and end caps m 26 Supply and install 75mm Ø downpipes complete with offsets and shoe m 16

	Brought Forward			R	
24	Minimum 2.4m high shade cloth and temporary galvanised 100x50mm weld mesh fence hoarding in varying panel lengths to be erected as indicated, and 80% shade cloth tied on with galvanised tie wire. 1x Vehicle access and 1x pedestrian access gates to be provided, all inclusive of ground spikes, stability braces and safety signage. (Ref No: A10)	m	53		
25	New Big Six profile roof sheeting or proven equivalent complete with all profile and closers, flashings, hip cups, ridge caps, fascias, barge boards, etc complete and as per manufacturers instruction (S01)	m2	20		
	New wall in WC4				
	Brickwork of NFX bricks (14 MPa nominal compressive strength) in class 1 mortar				
26	One brick wall in Superstructure	m2	35		
	Brickwork reinforcement				
27	150mm Wide reinforcement built in horizontally	m	51		
	Pre-stressed fabricated concrete lintels				
28	110 x 75mm Lintels in lengths exceeding 3m and not				
	exceeding 4.5m	m	4		
	Plaster to Walls				
29	One coat cement Plaster steel troweled on brickwork	m2	38		
	Paint to Internal Floated Plastered Surfaces				
30	One Coat Dulux Trade Alkali Resistant Primer (Full Coat) and Two Coats Dulux Acrylic PVA or				
	equivalent to brick wall	m2	38		
	Insulation				
31	Install (retrofit) Alububble new double sided reflective foil sisalation or proven equivalent with minimum installed R-Value of 1.38 below existing roof sheeting (Measured on plan).	m2	204		
	Carried Forward			R	
	Section No. 3 Bill No. 1				
	ARCHITECTURE				
		ļ		" Pag	ge 145 of 187

	Brought Forward			R		I
32	Install new 75mm aerolite glass wool / fibreglass insulation product or proven equivalent with minimum installed R-Value of 2,28 above the existing ceilings (Measured on plan).	m2	204		ř	
33	Install (retrofit) or proven equivalent to internal of external walls, new 12mm thick plaster board, sealed at all joints, fixed to new 50mm brandering screwed to existing cement block walls with appropriate wall plugs. Including extra over for cutting out and boxing for any electrical fittings, plumbing fittings, existing building services, fittings, etc. and making good to all edges, corners, etc. and using corner/edge strips where necessary. Finish with minimum x2 coats pure acrylic PVA (colour to be confirmed).	m2	137			
34	Install (retrofit) to external walls, new 15mm thick high density plain tongue and groove Nutec board, strictly in accordance with manufacturer's specification and installation requirements, fixed to new 50mm thick brandering skrewd to existing cement block walls with appropriate wall plugs. Including extra over for cutting out and boxing for any electrical fittings, plumbing fittings, existing building services, fittings, etc. and making good to all edges, corners, etc. and using corner/edge strips where necessary. Finish with minimum x2 coats pure acrylic (colour to be confirmed). (Type A)	m2	101			
35	Install (retrofit) or proven equivalent to external walls, new 15mm thick high density plain tongue and groove Nutec board, strictly in accordance with manufacturer's specification and installation requirements, fixed to new 50mm thick brandering skrewd to existing cement block walls with appropriate wall plugs. Including extra over for cutting out and boxing for any electrical fittings, plumbing fittings, existing building services, fittings, etc. and making good to all edges, corners, etc. and using corner/edge strips where necessary. Finish with minimum x2 coats pure acrylic PVA (colour to be confirmed). (Type B)					
		m2	39			
	Carried Forward Section No. 3 Bill No. 1 ARCHITECTURE			R		
		I	I	I	Page 146 of	1

R

PROVISIONAL SUMS - SIZAMILE

Note: The items hereunder cover work which is not fully defined at tender date and which is intended to be executed by the contractor and/or specialists subcontractors and will be measured at completion and priced in terms of the contract. Tenderers are to make the necessary allowances for this scope of work as realised. The amounts shown shall be used as directed by the principal agent and shall be deducted in whole or in part if not required.

The submission of a minimum of three (3) marketrelated quotations. Quotations for service providers may be solicited by any of the following entities;

The main contractor; A member of the consulting team The implementing agent; and/or The end-user

A detailed review of the submitted quotations will be undertaken by the principal agent. The consultant's and contractor's comments may be solicited for this review process.

The contractor is to only commence works related to any allowance upon the receipt of a written instruction from a representative of the principal agent.

Allowances are only to be expended/utilised/spent upon the completion of the above mentioned sequential process.

Note to tenderers

Under no circumstances must any Prime Cost Amounts, Provisional Amounts and Budgetary Allowances be extended at an amount lower than the amount given in this Bill.

The following sums and amounts are NET, in respect of the Provisional Amounts.

Carried Forward

Section No. 3 Bill No. 1 ARCHITECTURE R

	Brought Forward		R	
	Provisional and Budgetary sums contained herein may be omitted or reduced at the employers sole discretion and the Contractor shall NOT be entitled to claim for any loss by way of reductions or omissions of any discount or percentage relating to Provisional and Budgetary sums or any loss of profit related thereto.			
Sundry A	Iteration Work			
36	Provide the sum of R92,000.00 (Ninety Two Thousand) for sundry alteration work not defined at tender.	ltem		
37	Provide the sum of R80,000.00 (Eighty Thousand) for Ramps not defined at tender.	Item		
	Carried Forward to Summary of Section No. 3 Section No. 3 Bill No. 1 ARCHITECTURE		R	
				Page 148 of

ltem No			Quantity	Rate	Amount	
	SECTION NO.3 SIZAMILE BILL NO.2					
	STRUCTURAL					
1	Read items below in reference to Structural Drawing: 6710905S-S-4.1-104-B					
	Demolish entire western gable wall including foundation. (S01)	m2	60			
2	750x250mm 30MPa strip foundation, reinforced with 3Y10 bars top and bottom and R8 stirrups at 250mm c/c. (S01)	m	13			
3	220mm Wide hollow concrete masonry blocks including toothing and bonding into existing brick walls. Plaster and paint finishes to Architectural specification. Including reinstating 3No windows and burglar bars previously set aside and 1No door. (S01)	m2	60			
	Cut straight joints and demolish and remove existing surface bed. (S02)	m2	35			
5		m2	35			
6	Re-compact existing fill using moderate compaction effort without disturbing existing foundation walls. (S02)					
	Fill to level and cast 100mm thick 30MPa surface bed on 250ym DPC. Including isolation joints (IJ) and cut saw-cut joints (SCJ) as shown. Including making good to Architectural and Mechanical works (S02)	m2	35			
7	500x250mm 30MPa strip foundation, reinforced with 3Y10 bars top and bottom and R8 stirrups at 250mm c/c. (S03)	m				
	Carried Forward to Summary of Section No. 3 Section No. 3 Bill No. 2			R		
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ltem No			Quantity	Rate	Amount
	SECTION NO.3 SIZAMILE				
	BILL NO.3 EXTERNAL WORKS				
	Read items below in reference to Civil Drawing: 6710905S-C-4-101				
	<u>Repair Manholes (C.01)</u>				
1	Broken/missing manhole covers to be replaced by new polymer covers and frames. Manholes clogged with debris to be cleaned and debris to be disposed of to site located by contractor	No	4		
2	Damaged concrete surrounds to be replaced with the installation of the new frames	No	5		
3	Damaged manhole benching to be repaired and all debris cleared from manhole.	No	5		
	Construct Concrete Aprons (C.02)				
4	750mm wide, 100mm thick concrete aprons to be constructed along north-west and north-east sides of the main building with a minimum slope of 1:100 away from the building.	m2	27		
	Replace Water ValveCover and Clear Debris (C.03)				
5	New 400x400mm polymer cover to be installed over water valve chamber and debris to be cleaned out.	No	1		
	Brickwork and Concrete Around Playground to be Made Safe (C.04)				
6	Broken concrete edging to be removed and replaced with new concrete. Sharp brick edges to be chamfered.	m	32		
	Install New Stormwater Channel				
7	W2 channel to be installed against existing retaining wall	m	26		
8	75mm uPVC pipe installed below step	m	2		
	Carried Forward Section No. 3			R	
	Bill No. 3 EXTERNAL WORKS				Page 150 of 187

	Brought Forward			R	
	Reshape existing paving (C.05)				
9	Carefully remove existing paving blocks for reuse.	m2	101		
10	Shaping and grading existing in-situ material to create a 1:100 full including carting away surplus material 95% as necessary and compacting to 95% Mod AASHTO. (C05)	m2	101		
11	Reinstalling existing paving blocks.	m2	101		
12	Raking and or Horizontal Eva-last or equivalent with 89x38mm top and bottom rail, 97x97mm Post & Cap, 1100mm high with 1180mm high vertical bars at 100mm c/c to comply with SANS 10400 Part M&S and all necessary reinforced concrete bases, footings, etc. as required				
	loquilou	m	17		
	G7 subgrade imported from commercial sources compacted to 95% Mod. AASHTO in 150mm layer (Including 1 Troxler test per 30m2 according to TM)				
13	Under floors, steps, pavings, etc	m3	30		
	Retaining wall				
14	Remove Terraforce Block retaining wall to be reinstated (elsewhere)	m2	7		
15	Reinstall Terraforce blocks	m2	7		
	Masonry retaining wall				
	Excavation in earth not exceeding 2m deep				
16	Trenches	m3	7		
	Risk of collapse of excavations				
17	Sides of bulk excavations not exceeding 1,5m deep	m2	14		
	Extra over all excavations for carting away				
18	Surplus material from excavations on site, to a dumping site to be located by the contractor	m3	11		
	Carried Forward			R	
	Section No. 3 Bill No. 3 EXTERNAL WORKS				
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	Brought Forward			R	
	Earth filling obtained from the excavations and/or prescribed stock piles on site, compacted to 93% Mod AASHTO density				
19	Backfilling to trenches, holes, etc	m3	3		
	15MPa/19mm Unreinforced Concrete				
20	Surface blinding under footings and bases	m3	1		
	30MPa/19mm Reinforced concrete				
21	Strip footings	m3	2		
	Test Cubes				
22	Making and testing set of three 150 x 150 x 150mm concrete strength test cubes (Provisional)	Sets	2.0		
	Rough formwork (Degree Accuracy III) to sides				
23	Strip Footings (Provisional)	m2	5		
	Mild tensile steel reinforcement to structural concrete work				
24	Various diameter bars				
		t	0.12		
	Brickwork of NFX bricks (14 MPa nominal compressive strength) in class 1 mortar				
25	One brick wall in foundation	m2	19		
26	One brick wall in Superstructure	m2	35		
	Brickwork reinforcement				
27	150mm WIde reinforcement built in horizontally	m	138		
	Pre-stressed fabricated concrete lintels				
28	110 x 75mm Lintels in lengths exceeding 3m and not exceeding 4.5m	m	4		
			Ï		
	Carried Forward			R	
	Bill No. 3 EXTERNAL WORKS				
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	Brought Forward			R	
	Plaster to External Walls				
29	One coat cement Plaster steel troweled on brickwork	m2	52		
	Paint to External Floated Plastered Surfaces				
30	One Coat Dulux Trade Alkali Resistant Primer (Full Coat) and Two Coats Dulux Acrylic PVA or equivalent to brick wall	m2	52		
	Carried Forward to Summary of Section No. 3			R	
	Section No. 3 Bill No. 3 EXTERNAL WORKS				

ltem No	SECTION NO.3 SIZAMILE		Quantity	Rate	Amount
	BILL NO.4 ELECTRICAL				
	Read items below in reference to Electrical Drawings: 6710905S-E-4.1-102-B				
	LV CONDUCTORS (GENERAL PURPOSE)				
	Supply, delivery, installation and commissioning of the following General Purpose 600/1000V PVC insulated stranded copper conductors drawn into conduit or layed into trunking in accordance with the project specification.				
1	2.5 mm² GP Cu	m	400		
2	2.5 mm ² GP Cu Earth	m	200		
3	4 mm² GP Cu	m	200		
4	4 mm² GP Cu Earth	m	100		
5	6 mm² GP Cu	m	10		
	LV CABLING (SURFIX)				
	Supply, delivery, installation and commissioning of the following 3-Core Surfix 600/1000V conductors drawn into conduit or layed into trunking in accordance with the project specification.				
6	2.5 mm ² 3C Surfix	m	250		
7	4 mm² 3C Surfix	m	50		
8	2.5 mm ² 3C Surfix Termination	No	20		
9	4 mm ² 3C Surfix Termination	No	4		
	CONTAINMENT				
	Carried Forward Section No. 3 Bill No. 4 ELECTRICAL			R	
					Page 154 of 18 7

	Brought Forward			R		
	Supply, delivery, installation and commissioning of the following containment including all mounting accessories as required in accordance with the project specification. Pricing to include all joining, couplers, consumables, conduit ends, bending, saddles, fastners, accessories and mounting assessories, etc.					
10	25 mm dia PVC Conduit, Surface Mounted. Complete with all mounting accessories	m	350			
11	25 mm dia PVC Conduit Saddle Brackets	No	10			
12	65 mm PVC round box connecting 25mm dia conduit. Complete with lid and accessories	No	30			
13	65mm PVC Round PVC Box Lid/Blank Cover	No	10			
14	P2000 PVC Trunking complete with PVC covers, splicing, joints and accessories, including all mounting accessories, end caps, hangers, brackets etc.	m	10			
15	P9000 PVC Trunking complete with PVC covers, splicing, joints and accessories, including all mounting accessories, end caps, hangers, brackets etc.	m	10			
	LIGHT FITTINGS AND ACCESSORIES					
	Supply, delivery, installation and commissioning of the following luminaires and accessories in accordance with the project specification, mounted in the positions shown on the electrical layouts.					
16	Type B1 - 43W LED Linear Luminaire, Surface Mounted (Lascon C10-HO-43W-LED or similar approved)	No	17			
17	Type B2 - 24W LED Linear Luminaire, Surface Mounted (Lascon C10-HE-24W-LED or similar approved)	No	8			
18	Type F1 - 50W LED Floodlight, Surface Mounted (Rubicon Chira or similar approved). Complete with steel cage vandal proof cover.	No	7			
19	Type X1 - 20W LED Vandal Proof Bulkhead, Surface Mounted (Bekabulk or similar approved)	No	12			
20	Type X2 - 20W LED Round Bulkhead, Surface Mounted (Lascon ROMA-21W-LED or similar approved)	No	9			-
	Carried Forward			R		
	Section No. 3 Bill No. 4 ELECTRICAL					
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	Brought Forward			R	
21	16A Light switch, one lever, wall mounted, recessed or surface mounted (Crabtree or similar approved)	No	16		
22	16A Light switch, two lever, wall mounted, recessed or surface mounted (Crabtree or similar approved)	No	1		
23	16A Light switch, three lever, wall mounted, recessed or surface mounted (Crabtree or similar approved)	No	1		
24	16A Day/Night Switch, IP65, UV Protected, Surface Mounted, Wired to DB contactor circuit	No	2		
25	5 Amp, 230V, unswitched socket outlet mounted to conduit round box in ceiling space.	No	25		
	SOCKET OUTLETS AND ISOLATORS				
	Supply, delivery, installation and commissioning of the following socket outlets and isolators in accordance with the relevant electrical layout drawings and project specification.				
26	16A SANS 164-1/2 Combination 4x4 Switched Socket Outlet, Wall Mounted, PVC Cover, White Finish (Crabtree or similar approved)	No	20		
27	20A DP 4x4 Isolator Switch, Wall Mounted, PVC Cover, White Finish (Crabtree or similar approved)	No	4		
28	4x4 Draw Box Cover Plate	No	5		
	DISTRIBUTION BOARDS				
	Supply, delivery, installation and commissioning of the following electrical distribution boards (inclusive of new switchgear) in accordance with the relevant electrical single line diagram drawings and project specification.				
29	MDB (Building 1) In Accordance With E-102 Detail A	No	1		
30	MDB (Building 2) In Accordance With E-102 Detail B	No	1		
31	Removal and decommissioning of the existing distribution boards of Building 1 and Building 2.		ltem		
32	Liaison with the Stellenbosch Municipal Authority for shut down procedure required.		ltem		
	Section No. 3 Bill No. 4 ELECTRICAL				
	Carried Forward			R	
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	Brought Forward		R	
	MISCELLANEOUS WORKS			
33	For MDB (Building 1), perform testing and commissioning of the electrical installation in line with SANS 10142-1:Latest Edition by a Registered Electrician including issuing of a Certificate of Compliance and Test Report for all circuits fed from/to MDB and all alterations made to the existing electrical installation.	Item		
34	For MDB (Building 1), perform testing and commissioning of the electrical installation in line with SANS 10142-1:Latest Edition by a Registered Electrician including issuing of a Certificate of Compliance and Test Report for all circuits fed from/to SDB-1 and all alterations made to the existing electrical installation.	Item		
35	Earth and bond the complete electrical installation and the distribution boards in compliance with SANS 10142- 1:Latest Edition.	ltem		
36	Labelling of all socket outlets and light switches mapped to DB legend cards using laser engraved aluminium tags	ltem		
37	Statutory electrical signage	ltem		
38	12-Month Workmanship guarantee on the entire electrical installation	ltem		
39	Allow for general remedial work, cable management, removal of redundant wiring, OHS hazards, and making good all critical defective items as denoted on the electrical layouts.	Item		
	Carried Forward to Summary of Section No. 3		R	
	Section No. 3 Bill No. 4 ELECTRICAL			
				Page 157 of

ltem No			Quantity	Rate	Amount
	SECTION NO.3 SIZAMILE				
	BILL NO.5 SUNDRY FIRE				
	Read items below in reference to Fire Drawings: 6710905S-M-4.1-K501-A & 6710905S-M-4.1-K502-A				
1	4.5kg DCP Fire Extinguisher (Dry Chemical Powder). SABS Approved. Including fire compliance certificate.	No	3		
2	30m Hose Reel with a plastic fire cabinet. Connect to existing plumbing using a minimum 25mm pipe. Including fire compliance certificate.	No	1		
3	Fixing of fire signage with screws including repositioning (Ref No: M.03)	No	25		
4	Wooden back board on wall with hook for fire extinguisher. Wooden back board shall be painted red and securely fixed with screws and plastic anchors. (Ref No: M.04)	No	1		
5	Repair leaks by locating, and replacing seals or fittings themselves (Ref No: M.05)		ltem		
	Carried Forward to Summary of Section No. 2			P	
	Carried Forward to Summary of Section No. 3 Section No. 3 Bill No. 5 SUNDRY FIRE			R	Page 158 of 187

	SECTION SUMMARY - SECT	ION 3: SIZAMILE			
Bill No			Page No		Amount
1	ARCHITECTURE		29		
2	STRUCTURAL		30		
3	EXTERNAL WORKS		34		
4	ELECTRICAL		38		
5	SUNDRY FIRE		39		
		Carried to Final Summary		R	
	Section No. 3				
					Page 159 of 187



	FINAL SUMMARY		A are a a a t	
Section No		Page No	Amount	
1	PRELIMINARIES	6		
2	SECTION 2: KUYASA	22		
3	SECTION 3: SIZAMILE	40		
	Sub Total	R		
	Allow the provision of 10% (TEN PERCENT) of the above for contingencies, to be expended as directed by the Principal Agent and to be deducted in whole or part if not required.	ltem		
	Sub Total	R		
	Тах	R		
	GRAND TOTAL	R		
	Carried to Form of Tender			



SUMMARY OF BILL OF QUANTITIES TO BE CARRIED OVER TO FORM OF OFFER AND ACCEPTANCE

Sirs,

I/We, the undersigned, hereby undertake to contract for and perform the whole of the works all in accordance with the Drawings prepared by the professional team, to the entire satisfaction of the Employer, for the sum of

FIXED PRICE TENDER

(R)
The tender amount is made up as follows:	
Section 1 – Preliminaries	<u>R</u>
Section 2 – Kuyasa	R
Section 3 – Sizamile	R
Sub-Total	R
CONTINGENCY 10%	R
Total of Building Works	R
VAT 15 %	R
FIXED TENDER AMOUNT	R

(to be carried over to the C.1.1 Form of Offer and Acceptance)



PART C3 SCOPE OF WORK

C3.1	DESCRIPTION OF WORK	164
C3.2	PROCUREMENT.	165
C3.3	CONSTRUCTION	166
C3.4	MANAGEMENT OF THE WORKS	170
C3.5	ANNEXES	185

STATUS

Should any requirement or provision in the parts of the Scope of Work conflict with any requirement of any Standardised Specification, or any drawings, the order of precedence, unless otherwise specified, is:

Drawings

Scope of Work (Parts C3.1, C3.2, C3.3, C3.4 and C3.5) Model Preambles for Trades



C3.1 DESCRIPTION OF THE WORK

C3.1.1 EMPLOYER'S OBJECTIVES

The aim of the project is to address the high priority defects which have been identified at the various partial care facilities listed below in an effort to mitigate the risk of injury or bodily harm.

The description of the project contained in the Scope of Work is merely an outline of the Contract Works and shall not limit the work to be carried out by the Contractor under this Contract. Details of some of the major items are given in this section and approximate detailed quantities for each type of work to be carried out in accordance with the Contract Documents are included in the Bill of Quantities.

C3.1.2 OVERVIEW OF THE WORKS

The Works consist of the general building renovations and refurbishment to each of the partial care facilities as intended and in accordance with the, Bills of Quantities, drawings and specifications attached to this document.

C3.1.3 EXTENT OF WORKS

The Contractor shall refer to the annexed drawings which include the specification of work to be undertaken.

Approximate quantities of each type of work are given in the Bill of Quantities.

C3.1.4 LOCATION OF THE WORKS

- 1. Kuyasa
 - a. Watergang Farmhouse, Luyolo Rd, Kayamandi, Stellenbosch
- 2. Sizamile
 - a. Nolzawumbi Rd, Kayamandi, Stellenbosch

Table 1: Project Locality

LOCATION	COORDINATES
Kuyasa	-33.917, 18.842
Sizamile	-33.915, 18.848

C3.1.5 TEMPORARY WORKS

The Contractor shall be responsible for designing and providing any temporary works required. Such temporary works shall be removed upon completion of Works.



C3.2 PROCUREMENT

C3.2.1 PREFERENTIAL PROCUREMENT

Refer to the SUPPLY CHAIN MANAGEMENT POLICY, LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003

C3.2.1.1 <u>Requirements</u>

All labour working with asbestos cement products should adhere to and comply with the OHS Act.

a) Labour

The employer intends through this Contract to provide maximum work opportunities for the local labour. The Contractor shall therefore ensure that a 100% of his unskilled work force is local labour from Stellenbosch Municipal's Local Economic Database, Ward 1, excluding key personnel listed in Form A3. Local labour is defined as labour that permanently resides within town which the works is executed. If the number of labour in the town which the works is executed is not sufficient the labour should be sourced from the Stellenbosch Municipal District. It is the Contractor's responsibility to obtain the Stellenbosch Municipality's unemployment data base.

Further to the above, the contractor should employ as much as possible according to the Expanded Public Works Programme: Infrastructure Sector Guidelines. Refer to Contract Data Clause 5.13.1 for penalties to be applied if this is not complied to. The contractor must submit with his payment certificate a list of unskilled / female personal employed and duties of these personal.

b) Plant

All plant to be hired for construction during this contract should be obtained from local plant hire companies within the town of the specific site. Should this not be possible the plant must be obtained from companies within the Stellenbosch Municipal District. If neither of the aforesaid is possible the plant could be hired from outside of the Stellenbosch Municipal District. Sufficient proof should be submitted to the Employer (prior to site establishment) if local plant cannot be hired. Refer to Contract Data Clause 5.13.1 for penalties to be applied if this is not complied to.

c) Materials

The exact same conditions will apply for materials as for plant above. Refer to Contract Data Clause 5.13.1 for penalties to be applied if this is not complied to.

C3.2.2 SUBCONTRACTING

All matters pertaining to subcontractors (including Nominated Subcontractors) and the work executed by them shall be dealt with directly between the Employer Agent and the Contractor in the context of all subcontract work being an integral part of the Works for which the Contractor is responsible.

The Employer Agent will not liaise directly with any subcontractors nor will he issue instructions concerning the subcontract works directly to any subcontractor. All matters arising out of the subcontract agreements shall be dealt with directly between the Contractor and the subcontractors and the Employer Agent will not become involved.



C3.3 CONSTRUCTION

CONTENTS

- 3.3.1 WORKS SPECIFICATIONS
- 3.3.2 PLANT AND MATERIALS
- 3.3.3 CONSTRUCTION EQUIPMENT
- 3.3.4 EXISTING SERVICES
- 3.3.5 SITE ESTABLISHMENT
- 3.3.6 SITE USAGE
- 3.3.7 PERMITS AND WAYLEAVES
- ALTERATIONS, ADDITIONS, EXTENSION AND MODIFICATIONS TO EXISTING WORKS 3.3.8 INSPECTION OF ADJOINING PROPERTIES WATER FOR CONSTRICTION PURPOSES
 - SURVEY CONTROL AND SETTING OUT OF THE WORKS
- 3.3.9 UNBUNDLING OF MUNICPAL INFRASTRUCTURE ASSETS

3.3.1 WORKS SPECIFICATION

The "General Preamble for Trades" recommended and published by the Association of South African Quantity Surveyors shall be deemed to be incorporated in the Bills of Quantities, with amendments as follows:

Tenderers who are not familiar with the aforesaid "General Preambles for Trades" are advised to obtain a copy thereof form the Association of South African Quantity Surveyors, before a Tender is submitted.

3.3.2 PLANT AND MATERIALS

3.3.2.1 Plant and Materials Supplied by the Employer

The *Employer* will not be providing any plant or supplying any materials for use by the *Contractor* in executing the *works*. The *Contractor* shall provide all plant and materials of whatever nature necessary to enable them to undertake the *works* as specified.

3.3.2.2 Materials, Samples and Shop Drawings

The *Contractor* shall provide all necessary samples and copies of the relevant test results required to prove compliance with the specifications, prior to utilisation of any material within the *works*.

3.3.3 CONSTRUCTION EQUIPMENT

3.3.3.1 Requirements for Equipment

The provision of all tools and equipment of whatever nature, required for execution of the scheduled items, shall be the responsibility of the Contractor, and the cost thereof shall be included in the rates for the respective items of work.

3.3.4 EXISTING SERVICES

3.3.4.1 Known Services

Protection of services shall be priced on the basis of service remaining in place and operating at all times during construction.

Where, in the course of construction, the Contractor lay bare any water mains, pipe, cable or any existing structure, these shall be securely shored, strutted or slung and sufficiently protected to ensure that no damage can be done to them and the Principal Agent must be informed.

3.3.4.2 Treatment of Existing Services

The Contractor shall take all reasonable precautions and arrange its operations in such a manner as to prevent damage occurring to all known services during the period which the Contractor has occupation and/or possession of the Site.



Services left exposed shall be suitably protected from damage and in such a manner as will eliminate any danger arising therefrom to the public and/or workmen, all in accordance with the requirements of the prevailing legislation and related regulations.

3.3.4.3 Damage to Services

Should damage occur to any existing services, the Contractor shall immediately inform the Principal Agent, or when this is not possible, the relevant authority, and obtain instructions as to who should carry out repairs. In urgent cases, the Contractor shall take appropriate steps to minimise damage to and interruption of the service. No repairs of telecommunication cables or electric power lines and cables shall be attempted by the Contractor."

3.3.4.4 Reinstatement of Services and Structures Damaged During Construction

Unless the contrary is clearly specified in the Contract or ordered by the Principal Agent, the Contractor shall not carry out alterations to existing services. When any such alterations become necessary, the Contractor shall promptly inform the Principal Agent, who will either make arrangements for such work to be executed by the owner of the service, or instruct the Contractor to make such arrangements himself.

3.3.5 SITE ESTABLISHMENT

3.3.5.1 Services and Facilities Provided by the *Employer*

Refer to the Contract Data for Utilities.

A specific area in close proximity to or on the Site of the Works will be made available by the Employer to the Contractor for the Contractor's site establishment. The specific area for the Contractor's site establishment will be identified to the Contractor by the Principal Agent and the Contractor shall have sole use of such area, free of charge, for the duration of the Contract. The Contractor shall use this area only for the purposes of erecting his site offices, workshops, stores and other facilities required for the execution of the Contract. The Contractor shall not use the area nor allow it to be used for any purposes not directly associated with the execution of the Contract.

The Contractor shall be responsible for arranging, at their own cost, for the provision of all services they may require in the area, as well as elsewhere on the Site.

The Contractor shall maintain the sites in a clean, orderly and sanitary condition and shall take all the necessary steps and precautions to prevent the pollution of the surrounding area by their employees. These steps and precautions shall be to the satisfaction of the Principal Agent and Medical Officer of Health.

On completion of the Works, or when ordered by the Principal Agent, the Contractor shall remove all temporary accommodation, fencing, and latrines and restore the sites to a clean and sanitary condition to the satisfaction of the Principal Agent.

3.3.5.2 Facilities Provided by the Contractor

The Contractor shall provide, operate, maintain, service and upon completion, remove the site facilities required by them.

3.3.5.3 Storage and Laboratory Facilities

The employer has no specific requirements for any storage or laboratory facilities, and the *Contractor* should provide whatever he deems to be necessary to support their activities.

3.3.5.4 Other Facilities and Services

None



3.3.5.5 Equipment

The contractor shall provide all necessary plant and equipment to successfully complete the project as per the tender drawings.

Site Instructions

The Principal Agent shall supply their own site instruction book for specific use on the site. The Contractor shall at their own cost, supply their own triplicate book for their site correspondence and inspection requests to the Principal Agent's Representative. Reasonable notice time (not less than 24 hours) shall be allowed prior to inspections. All inspection requests and approval / disapproval thereof shall be recorded by the site staff in writing.

3.3.5.6 Advertising Rights

The Contractor will be allowed to advertise their company logo on the approved name board.

3.3.5.7 Notice Boards

Erecting of the Contractor's name board will be allowed in the area of the works, at a position approved by the Principal Agent, who may at any time order its removal if any objections are received.

One project name board shall be established within 14 days of the commencement of construction and shall be placed where ordered by the Principal Agent. Any damage to this board shall be repaired within 14 days of a written instruction received from the Principal Agent. For details of the boards refer to the Standard Drawings contained in this document.

The board shall be manufactured from materials specified in Clause 3.1 of SANS 1200 AB but shall conform in the painting, decorating and detail with the recommendations for the Standard Board of the South African Association of Consulting Engineers.

All name boards shall be removed 14 days after the issuing of the Works Completion Certificate unless otherwise agreed with the Employer.

3.3.6 SITE USAGE

No housing or on-site housing will be allowed. A night watchmen/security guard will be allowed for security purposes.

3.3.7 PERMITS AND WAYLEAVES

Applications for wayleaves have to be made by the Contractor to the relevant authorities and property owners in order to assist with the commencement of the works:

It remains the Contractors responsibility to ensure that all required wayleaves have been secured and/or outstanding wayleaves are issued by the relevant authority before commencement of the Works.

The contractor is to maintain all wayleaves for the full duration of the contract period up until the issuing of the Final Completion Certificate unless otherwise agreed in writing by the Principal Agent

3.3.8 INSPECTION OF ADJOINING PROPERTIES

The Contractor shall take all necessary precaution to ensure that neighbouring buildings / walls, etc. are not damaged during execution of the Works. Buildings showing any form of damage are to be photographed prior to the commencement of work to avoid potential claim for damages to the building by the building owner.



3.3.9 UNBUNDLING OF MUNICIPAL INFRASTRUCTURE ASSETS

The unbundling or componentization of the Property, Plant and Equipment (PPE) assets is required to update the Fixed Asset Register (FAR) as well as for effective asset maintenance and provision of services. The FAR will annually be updated for all assets and components. All new assets to be recorded on the FAR would there for have to be unbundled into its constituent components and all components be recorded on the FAR under the parent asset. The unbundling of primary assets into secondary components will be to a level that is sufficient for GRAP 17 compliance. Generally, the componentization of the PPE assets will be based on the component value, type of component (civil, electrical & mechanical) as well as anticipated lifespan of the component.

The unbundling of projects may only commence once the project is complete and all cost is known including retention fees. The unbundling will be done by the consultant. The following documents will be produced by the consultant but information required to compile these documents should be provided by the appointed contractor before the unbundling may commence:

- Final bill of quantities;
- As-built plans;
- Completion certificate; and
- Final payment certificate

C3.4 Management

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3.4.1 PARTICIPATION OF TARGETED LABOUR

3.4.1.1 Minimum targeted labour contract participation goal

In support of the National Department of Public Works' Expanded Public Works Programme which is aimed at alleviating poverty through the creation of temporary employment opportunities using labour intensive methodologies and practices where possible, the Employer is seeking to increase the intensity of labour, as appropriate, in all of its infrastructure sector projects.

It is a requirement of this contract, therefore, that the work be executed in such a manner so as to maximise the use of labour intensive construction methods in order to provide low and semi-skilled temporary employment opportunities.

To this end, a minimum targeted labour contract participation goal is specified below, which shall be achieved by the Contractor in the performance of the contract, failing which, penalties as described will be applied. The Contractor is required to provide all skills training <u>where necessary</u>, so as to ensure that a minimum level of competence is achieved and maintained, such that the various activities are carried out safely and to the required standard. The cost of training shall be included in the rates for the various work activities.

The specified minimum targeted labour contract participation goal (CPGL) is 5%

Notwithstanding the above goal, the following provision apply:

100% of unskilled and low skilled workers/employees must come from the Target Area

These additional provisions apply whether the CPGL is achieved, not achieved or exceeded

The minimum CPGL is such that the Contractor will have to carry out some of the work that would normally have been undertaken using mechanised construction methods, by using labour intensive construction methods instead. It is left to the discretion of the Contractor to identify suitable work activities for the intensification of labour. The Contractor shall, within 5 working days of being requested in writing by the Principal Agent to do so, submit details of his/her plan to achieve the minimum CPGL.

3.4.1.2 Definitions

For the purposes of the requirements in respect of the participation of targeted labour, the following definitions shall apply:

"Target area" means the geographical area shown on plan in Part C4: Site Information

"Targeted labour contract participation goal (CPGL)" means the sum of the wages (excluding any benefits), for which the Contractor, or any of his/her sub-contractors contracts targeted labour in the performance of the contract, expressed as a percentage of the value of the contract.

"Targeted labour" means low and semi-skilled individuals, whose wages (excluding any benefits) do not exceed the threshold value, who reside in the target area, that are employed by the Contractor, or any of his/her sub-contractors, in the performance of the contract.

"Threshold value" is R350.00 per day as adjusted from time to time (excluding any benefits). The threshold value is not to be confused with any industry sector minimum wage determined in accordance with the Basic Conditions of Employment Act, 75 of 1977.

"Value of the contract" means the contract sum (accepted contract amount) less provisional sums, contingencies and VAT.

3.4.1.3 The selection and recruitment of targeted labour

Where targeted labour is to be drawn from specific local communities (defined in terms of the target area), such labour shall be identified using the relevant Sub-Council Job-Seekers Database. The Contractor shall request, via a Community Liaison Officer (if required in terms of the contract), a list of suitable candidates from the database, from which the Contractor shall make his/her final selection. The contractor shall enter into written contracts of temporary employment with all targeted labour.

Any difficulty experienced by the Contractor in identifying candidates though the Job-Seekers Database, or as regards any matter relating to the employment of targeted labour, shall be immediately referred to the Principal Agent.

3.4.1.4 Contract participation goal credits

Credits towards the achieving the minimum CPGL shall be granted by converting the total monetary value of wages paid to targeted labour (including that of sub-contractors) to a percentage of the value of the contract. No credits shall be accorded should the contractor/sub-contractor fail to enter into written contracts with the targeted labour. Furthermore, no credits shall be accorded in respect of targeted labour employed on work in respect of provisional sums or prime cost items. Such labour shall nevertheless be recorded on the Project Labour Report which is required to be furnished by the Contractor.

3.4.1.5 Training of targeted labour

The Contractor is required to provide all informal (on-the-job) skills training so as to ensure that a minimum level of competence is achieved and maintained, such that the various activities are carried out safely and to the required standard. The cost of informal training shall be included in the rates for the various work activities.

3.4.1.6 Penalties

The financial penalty to be applied for failing to meet the specified minimum targeted labour contract participation goal in the performance of the contract (unless proven to be beyond the control of the Contractor), is as follows:

Penalty = $(CPGL^S - CPGL^A) \times P^*$

Where $CPGL^{S}$ = the specified minimum targeted labour contract participation goal (expressed as a percentage).

 $CPG_{L^{A}}$ = the targeted labour contract participation goal achieved (expressed as a percentage).

P* = the value of the contract.

3.4.2 COMMUNITY LIAISON OFFICER

It is a requirement of this Contract that a Community Liaison Officer (CLO) shall be appointed by the Contractor. The primary functions of the CLO shall be to assist the Contractor with the selection and recruitment of targeted labour, to represent the local community in matters concerning the use of targeted labour (and/or enterprises) on the works, and to assist with and facilitate communication between the Contractor, the Principal Agent and the local communities.

The identification of suitable candidates (maximum 5; minimum 3) for the CLO position shall be resolved by the relevant Ward Councillor/s. Should suitable candidates not be identified within two weeks of the date of request, the Contractor shall be allowed to seek candidates from the relevant Sub-Council Job- Seekers Database. The final selection and appointment of the CLO in terms of the contract shall be the responsibility of the Contractor.

The period of appointment of the CLO shall be as stated in the Contract for Temporary Employment as a Community Liaison Officer referred to below. The date of commencement of temporary employment of the CLO shall be as agreed with the Principal Agent.

It is required, therefore, that the Contractor enter into a contract of temporary employment with the selected CLO, the contracting parties being the Contractor and the CLO. To this end, a specimen Form of Contract of Temporary Employment as Community Liaison Officer is included in this document (Part C1.7: Agreement and Contract Data). This Form of Contract sets out, inter alia, the agreement between the parties, the duties and conditions of employment of the CLO (including the rate of remuneration to be paid). As said contract will be between the Contractor and the CLO, all costs involved shall be borne by the Contractor and the tender shall be deemed to include for this.

3.4.3 HEALTH AND SAFETY

Annexure 6: Project Specific Health and Safety Specification are attached hereto.

The Contractor shall comply with all relevant aspects of the Occupational Health and Safety Act together with the Regulations referred to therein, as

applicable to the scope of his activities.

Particular attention must be paid to the issuing of the relevant Notices, appointment of responsible people, undertaking Hazard Identification and Risk Assessments, and preparation of a Health and Safety Plan. All necessary documentation shall be prepared and submitted for comment and approval immediately after the contract award.

Specific Health and Safety considerations applicable to this project are detailed in the Occupational Health and Safety Specification, attached to this document.

Method statements submitted for the Contractor's construction activities shall include details of compliance with Occupational Health and Safety, and shall be submitted immediately after the contract award and prior to commencement with any work on site.

The Contractor shall provide the necessary personal protective equipment and clothing to all staff as relevant for the type of work being carried out.

Wherever the Contractor's staff may be subjected to hazardous substances, excessive dust or noise, then he is to arrange for pre- and postemployment medical examinations on the affected employees.

No member of the Contractor's staff shall be allowed on site while under the influence of alcohol or drugs. Any member of his staff that exhibits any signs of alcohol or drug usage shall be immediately removed from the premises.

The Contractor shall be responsible for the protection of the public in the areas in which he is working and shall provide barricades and lighting as necessary to ensure their safety. He shall also be responsible for the safe control of traffic wherever his works impact on the existing roadways

3.4.4 PLANNING AND PROGRAMMING

3.4.4.1 General

This clause describes the requirements for the preparation, submission, updating and revision of the programme. The requirements are in addition to or in expansion of clause [12.2.6] of the conditions of contract.

The programme shall be used by the contractor to plan and execute the works. The programme shall also be used by the principal agent to monitor progress and be the sole basis for the assessment of revisions of the date for practical completion.

The programme shall be produced by the contractor as follows:

- A programme for the totality of the works shall be submitted to the principal agent for acceptance. If the principal does not accept such
 programme, it shall be revised and amended until it is accepted by the principal agent. This programme will be regarded as the baseline
 programme.
- This baseline programme shall be updated with actual progress and saved on at least a monthly basis, or any more frequent basis as necessitated by construction events. The contractor may submit to the principal for acceptance revisions to the baseline programme.

Acceptance by the principal agent of any programme submitted by the contractor, does not make such programme a contract document, nor does it mandate that the works shall be constructed strictly in accordance therewith. The contractor at all times remains responsible for the construction of the works in accordance with clause [12].

If at any time there is a dispute or difference between the contractor and the principal agent over any matter concerning the programme, immediate

steps should be taken to resolve such dispute in terms of clause [30].

3.4.4.2 Submission of Programme

Within two weeks of the award of the contract the contractor shall submit to the principal agent for his review and acceptance a programme for the whole of the works showing the order of procedure in which the contractor proposes to carry out the works. This programme becomes the baseline programme upon acceptance by the principal agent. The baseline programme shall have regard to the contract completion dates, any other milestones and any restraints set out in the contract. Thereafter, if the actual progress does not conform with the baseline programme, the principal agent is entitled to require the contractor to submit a revised programme showing the order of procedure and periods necessary to ensure completion of the works by the contract completion dates.

The contractor shall furnish any method statements and other details and information required in order for the principal agent to accept the baseline programme.

The contractor shall supply the principal agent with an electronic copy of each programme, together with a printout bar chart or tabular report in a pre-agreed format. All programmes shall be prepared and submitted using Microsoft Project software. The contractor is required to use this software in preference to any other software he may use. The contractor may apply to the principal agent for permission to use other software provided that a computer loaded with a legally licensed copy of such software is provided by the contractor to the principal agent for use.

Within ten working days of the contractor submitting a programme complete with all the information required by this clause to the principal agent for acceptance, the principal agent will accept the programme or state reasons for not accepting the programme. If such reasons are given, the contractor shall take account of the reasons and resubmit the programme within 10 working days. Reasons for non-acceptance of a contractor's programme may include, amongst others:

- Planned activities, durations, interdependencies, mobilisation periods, production rates, etc. are not practicable, logical or realistic
- Not all required contractual information is indicated
- Non-compliance with the works information
- Key dates, sectional completion dates and completions dates are not accurate
- Calendars do not reflect the intended working weeks and holidays
- Not all major items are included
- Employer and principal agent obligations are not incorporated as events and not logically linked to the programme network
- Due consideration of sub-contractors and direct contractors works not taken
- Float not clearly identified
- Critical path not clearly identified
- Conflict between the programme and the Method Statements
- Insufficient allowance for testing and inspections made

If the principal agent fails to act the programme is deemed to be rejected.

Under no circumstances may the contractor and the principal agent dispense with the submission of the various versions of the programme.

3.4.4.3 Defaults in Submission of Programme

Should the contractor fail to submit a programme for acceptance as the baseline programme or not update the programme as described above, the principal agent shall be entitled to withhold 25% of the amount due to the contractor in interim payment certificates until the contractor has complied

with its obligations in this regard.

3.4.4.4 Preparation of Programme Baseline programme

The first programme submitted by the contractor in terms of this clause becomes the baseline programme upon acceptance by the principal agent. The baseline programme shall form the basic strategy for the completion of the works by the contract completion date. The programme to be accepted may either be, at the discretion of the principal agent, in a linked bar chart format or precedence network format prepared using techniques acceptable to the principal agent and shall show as reasonably practicable:

- The activities in all work packages including those by sub-contractors and suppliers, direct contractors and any others.
- The earliest and latest start and finish dates for every activity in each work package. Activities shall include all scope activities and any activities or time durations expected in addition to scope activities.
- Access dates for each phase or section
- The earliest and latest start and finish dates for each phase or section, including dates when the contractor plans to complete work to allow the employer and others to do their work
- Milestone and Key Dates
- Holiday periods
- Dates by which design work or drawings to be produced by the contractor or sub-contractor or suppliers will be submitted to the principal agent for acceptance and dates by which such acceptance will be required from the principal agent, allowing time for submittals, re- submittals and reviews.
- Dates by which samples to be provided by the contractor will be submitted for approval by the principal agent and dates by which such acceptance will be required from the principal agent, allowing time for submittals, re-submittals and reviews.
- Procurement periods and delivery dates for the major items of goods, plant and materials.
- Dates by which work will be ready for testing by the principal agent / employer.
- Details and dates of any information required from the employer regarding: The work contained in defined provisional sums
- Commissioning periods
- Provisions for float, time risk allowances, quality control procedures, health and safety requirements and any other requirements set out in the contract
- The baseline programme shall also be presented as schedules showing an analysis of the network including:
 - A schedule of all activities tabulated in order of earliest starting date and showing for each activity.
 - Activity number and brief description Preceding and succeeding activity numbers Duration
 - Earliest and latest starting and finishing dates total
 - A schedule of leads and lags with reasons for them. Excessive leads and lags, negative lags or open/hanging activities, use of fixed dates and any other programming activities that can have the effect of creating false criticality or inhibiting the programme from reacting dynamically to change should be avoided.
 - A schedule of all activities lying on paths containing least float, namely the critical activities
 - A schedule identifying the days of working per week, shifts per working day and holidays. Where multiple calendars are used, this information shall be provided for each calendar accompanied by a schedule indicating the calendar applicable to each activity
 - A schedule giving details of the contractor's resource requirements in terms of manpower, team sizes, tradesmen, work rates, items of plant or equipment and materials and quantities of work allowed for in sufficient detail to explain the activity durations. Activities that may be expedited by use of overtime, additional shifts or any other means shall be identified and explained.
 - A schedule of all submittals and material procurement activities, including time for submittals, re-submittals and reviews and time for fabrication and delivery of manufactured products. The interdependence of procurement and construction activities shall be included in the schedule.

• A schedule giving the monetary value of each activity for cash flow purposes. The sum of the monetary values shall total the contract sum.

The baseline programme shall be prepared in sufficient detail to ensure the adequate planning, execution and monitoring of the work.

The baseline programme shall take into account all time risk allowances that may be reasonably expected by the contractor.

The principal agent is entitled to withhold acceptance of a programme showing completion at a date earlier than the contract completion date.

3.4.4.5 Methods of construction and temporary works

At the same time as the contractor submits the baseline programme for acceptance to the principal agent, the contractor shall submit for acceptance a general description of the arrangements and methods of construction and temporary works designs the contractor proposes to adopt for carrying out the works (the Method Statement). The Method Statement should be fully cross-referenced to the activities in the programme.

The contractor shall submit to the principal agent sufficient information as may be considered reasonably necessary by the principal agent to interpret, evaluate and give acceptance to the Method Statement.

The contractor shall, whenever required by the principal agent, furnish for his information further and more detailed particulars of the Method Statement.

Should the contractor wish to change a Method Statement or should the principal agent subsequently consider it necessary to amend a Method Statement to which acceptance has previously been given, then the contractor shall submit a revised Method Statement.

Acceptance by the principal agent of the Method Statement does not make the Method Statement a contract document, or mandate that the works shall be constructed strictly in accordance therewith. The contractor at all times remains responsible for the construction of the works in accordance with clause [15.0]

3.4.4.6 Cash Flow Estimates

Within four weeks of the award of the contract the contractor shall submit to the principal agent for his information a detailed monthly cash flow estimate in accordance with the financial year reporting periods of the employer, of all payment the contractor considers it will be entitled to under the contract. The contractor shall subsequently submit such revised cash flow estimates based on the updated programmes.

3.4.4.7 Revising and Updating the Programmes

The current programme at any given time during the contract period (whether the baseline programme or any update thereof) and the corresponding method statement shall be revised by the contractor within 10 working days of the contractor changing its methods and / or sequence of working or, if the changes are frequent, revised at least every month. The programme shall also be revised within 10 working days of the approval of any revision of the contract completion date, or whenever circumstances arise that in the opinion of the principal agent affects the progress of the works. Each revision to the programme shall be submitted to the principal agent for review and acceptance. Once a revised programme has been accepted by the principal agent, it replaces the previous baseline or updated programme.

Updates of the programme should be made on the occasion of significant events which could cause change to the forward planning and/or quantities of the remaining work. Such significant events could be, amongst others:

- Variations and other instructions
- Late information
- Lack of access
- Significant changes in estimates of final quantities affection required durations of remaining work
- Major slippage of critical or near critical activities

Each revised programme submitted for acceptance shall be presented as or be accompanied by the schedules referred to in these specifications, together with any amendments to the Method Statement.

The baseline programme shall be updated for actual progress at least once every month and the updates shall be archived as separate electronic files for record purposes. The updates shall be to all scope activities and any additional activities carried out or time durations experienced in addition to the scope activities. Actual progress shall be recorded by means of actual start and actual finish dates for activities, together with percentage completion and/or remaining duration of currently incomplete activities. Any periods of suspension of an activity should be noted in the updated programme. Each updated programme shall be submitted to the principal agent for acceptance as a record. It is possible due to delays that these updated programmes may show completion later than the contract completion dates. Acceptance by the principal agent of updated indicating completion dates later than contract completion dates, will not constitute acceptance of the delay(s).

The updated programmes will be used by the principal agent to monitor the contractor's performance against the baseline programme, forecast work to be performed in the subsequent period and to assess revisions of the contract completion dates at the time the cause of the delay occurs. In order to provide effective monitoring of performance, the contractor shall also provide the principal agent the progress reports as requested by the principal agent.

3.4.5 MANAGEMENT OF THE WORKS

3.4.5.1 Particular Specifications

Refer to C3.6 ANNEXES

3.4.5.2 Planning and Programming

Construction Programme

The Contractor shall submit a detailed programme within 14 days of the Commencement Date. The programme shall clearly show the order in which the Contractor proposes to carry out the Work, the critical path, the proposed rate of progress and a linked cash flow forecast. The programme shall be updated monthly.

This programme shall be in the form of a bar chart with the critical path clearly defined and will include the allowance for abnormal climatic conditions as specified in the Tender Data.

Material Delivery Programme

The Contractor must prepare a programme showing their planned material delivery dates, and to this end, they must ensure that orders are placed timeously with suppliers to meet their programme. Extension of time may be granted for non-availability of materials, subject to the Contractor satisfying the Principal Agent that the orders were timeously placed.

3.4.5.3 Sequence of the Works

In order to complete the contract timeously, it is proposed that some of the activities listed in clause C3.5.1.3 above, be undertaken concurrently. All areas of the proposed construction site will be available to the contractor from the start of the contract. Construction activities must however be undertaken according to the approved programme and disruption of traffic and usual activities on the site must be kept to a minimum.

3.4.5.4 Methods and Procedures

The Contractors attention is drawn to the requirement for Method Statements for various activities included in this document as per C3.6.3.

The Principal Agent must approve all method statements regarding construction activities

The Contractor shall ensure that their staff and workers are properly trained in the safe and effective use of any equipment, plant or materials necessary to undertake the work

3.4.5.5 Quality Plans and Control

3.4.5.6 Contractor to engage services of an independent laboratory

Notwithstanding the requirements of the Specifications pertaining to testing and quality control, the Contractor shall engage the services of an approved independent laboratory to undertake all testing of materials, the results of which are specified in, or may reasonably be inferred from, the Contract. These results will be taken into consideration by the Principal Agent in deciding whether the quality of materials utilised and workmanship achieved by the Contractor comply with the requirements of the Specifications. The aforegoing shall apply irrespective of whether the specifications indicate that the said testing is to be carried out by the Principal Agent or by the Contractor.

The Contractor shall be responsible for arranging with the independent testing laboratory for the timeous carrying out of all such testing specified in the Contract, at not less than the frequencies and in the manner specified. The Contractor shall promptly provide the Principal Agent with copies of the results of all such testing carried out by the independent laboratory.

For the purposes of this clause, an "independent laboratory" shall mean an "approved laboratory" (as defined in Sub clause PSA7.2) which is not under the management or control of the Contractor and in which the Contractor has no financial interest, nor which has any control or financial interest in the Contractor.

3.4.6 Accommodation of Traffic on Public Roads Occupied by the Contractor

The Contractor shall be responsible for the safety of all vehicular and pedestrian traffic affected by their work and shall provide all the necessary warning signs, barricading and lighting as necessary, fully in compliance with the requirements of the SADC Road Traffic Signs Manual and with the approval of the local Municipality Traffic Department.

The Contractor shall be responsible for the safe and unrestricted accommodation of all traffic along all roads, sidewalks and parking areas affected by construction from the date that the site is handed over to the date of completion and at any time during the period of maintenance when work is undertaken and

shall comply with all provisions of the General Conditions of Contract. Should roads, sidewalks and parking areas be affected as a result of repairs to the works during the period of maintenance, then all costs of accommodating traffic shall be borne by the Contractor.

Work is to be programmed such that vehicular traffic and pedestrian movement around the working areas is not unduly hindered.

The onus of complying with the Road Traffic Ordinance No 21 of 1966, as amended, rests solely with the Contractor, and failure to comply with the Ordinance or with the orders of the Principal Agent in respect of accommodation of traffic/pedestrians shall result in financial penalties as indicated in Bill of Quantities and be cause for the cessation of the works until such time as the said compliance has been achieved.

All temporary road signage shall be erected in accordance with the SARTSM Volume 3 Chapter 13.

The Contractor shall be responsible for liaising with the Stellenbosch Municipality Traffic Department and Engineering Department to obtain approval for any traffic deviation. Two weeks prior to the commencement of relevant work, the Contractor shall submit a traffic and pedestrian management plan to the Principal Agent and Stellenbosch Municipality: Traffic Department for approval. The plan shall be in accordance with the SARTSM Volume 3 Chapter 13.

The Contractor shall be responsible for the managing and controlling the movement of pedestrians adjacent to be work area. Payment for accommodation of traffic shall be made within the Bill of Quantities which shall include for everything necessary, temporary fencing, barricades, delineators, flagmen, etc., to accommodate the vehicular and pedestrian traffic.

Where the contractor has failed to comply with statutory regulations with regards to accommodation of traffic (vehicular of pedestrian) or damage of trees, they will be penalised to the extent as indicated in the Bill of Quantities. The decision to apply penalties will be the Principal Agent's prerogative and will not be subject to negotiation/discussion or appeal by the Contractor. Penalties will be deducted from amounts due to the Contractor in the monthly certificate that follows the date when the transgression occurred.

3.4.7 Other Contractors on Site

The Contractor will have sole possession of the site and will not have to deal with other contractors, except his own subcontractors.

3.4.8 Testing, Completion, Commissioning and Correction of Defects

Every completed section of the Works shall be subject to check testing by the Contractor. Once the Contractor has satisfied himself with the standard of his works, the Principal Agent will be requested to perform acceptance testing for the particular section. When giving notice, the Contractor shall provide the Principal Agent with the results of his check testing indicating that the work is to specification.

Failure by the Contractor to notify the Principal Agent or to provide the required information or, where specified, to perform the required test, will be grounds to exempt the Employer from payment for the associated work and for all subsequent work which would be affected by the failure of the work to be tested.

The Principal Agent will be under no obligation to the Contractor to perform the tests. If the Principal Agent elects not to perform a particular test after notification by the Contractor, he will issue the Contractor with a written instruction to proceed with the relevant works without the acceptance test being performed.

Nothing contained in this clause will relieve the Contractor of his responsibilities under the specification or in any way limit the tests, which the Principal Agent may call for or perform in terms of the specification

Acceptance testing shall be done by a laboratory selected by the Principal Agent. The Principal Agent requires twenty four hours' notice from the Contractor in order to perform the relevant acceptance test.

All acceptance testing by the Principal Agent shall be paid by the Contractor.

The Certificate of Completion shall only be issued upon the submission of all the as-built information and operating instructions as necessary.

Correction of Defects will be treated as stipulated in SANS.

3.4.9 Recording of Weather

The contractor shall provide a rain gauge and maximum/minimum thermometer. He shall erect them according to the requirements of the weather bureau. The contractor shall record and keep a record of the daily rainfall and maximum/minimum temperatures and supply the data to the Principal Agent on a daily basis.

The cost of complying with these requirements is deemed to be covered by the tendered rates for the Contractor's General Obligations.

No extension of time will be granted in respect of any delays attributed to normal climatic conditions. Normal climatic conditions shall be deemed to include normal rainfall and associated wet conditions and materials, strong winds, extremes of temperature and any consequential delays as a result thereof. However, in the event that delays to critical activities due to the above causes exceed the number of allowed working days as given in the tender data, then abnormal climatic conditions shall be deemed to exist, and an extension of time shall be granted for each day or half-day delay in excess of the defined normal conditions

3.4.10 Format of Communications

All instructions or requests need to be confirmed in writing through:

- Site instructions
- Requests for inspections
- Refer to C3.6 Annexes for Occupational Health and Safety and CEMP requirements respectively.

3.4.11 Key Personnel

The Contractor and Principal Agent must compile a schedule of their Key Personnel with their contact numbers and keep it updated. The list must be made available to the Principal Agent, Employer and Contractor.

Construction Manager: Verifiable experience of being in the position of Construction Manager for a minimum of 3 general building renovations/refurbishment construction works, of which at least one must have been of a value in excess of R6 million (including VAT) (i.e. value equating to a CIDB grading of 4 or higher).

3.4.12 Management Meetings

The following formal project meetings will be held at the office of the Principal Agent's Representative between the representatives of the Employer, Principal Agent and the Contractor:

Technical meetings (every two weeks – alternating fortnightly with Progress meeting) Progress meetings (every two weeks – alternating fortnightly with Technical meetings)

Technical meetings are held to discuss technical issues relating to the construction of work and can be held at ad hoc intervals as required by events occurring on site

Progress meeting are held to discuss issues relating to the Contract.

The representatives must have the necessary delegated authority in respect of aspects such as planning, change management and health and safety. The Contractor shall allow for regular on-site project co-ordination meetings in their programme. It will be required that the Contracts Manager and Site Agent attend all project meetings.

The cost of the requirements above shall be included in rates for Time Related Items.

3.4.13 Daily Records

The Contractor shall be required to maintain a daily record of all construction activities taking place on site which shall include details of plant, personnel, and visitors as well as other events such as weather conditions or any circumstances that may have a bearing on the nature and progress of his operations.

The Contractor shall be required to provide a detailed report at each progress meeting. The report shall be in a format to be agreed with the Project Manager and shall contain the following:

- Details of actual progress versus programme for each construction activity.
- A daily record of rainfall and other weather events that could affect the work.
- Details of any delays that have occurred due to weather or any other cause.
- A record of resources (personnel, plant and equipment) present on site.
- Details of any accidents or lost time incidents that have occurred.
- A list of information required.

3.4.14 Payment Certificates

The Principal Agent's certificate will be issued only after receipt by them of a draft certificate prepared by the Contractor at their own expense in the form prescribed by the Principal Agent. The cost of duplicating and delivering copies of the certificate to the Contractor, the Principal Agent and the employer shall be borne by the Contractor. The Principal Agent and the employer shall require three (3) sets of A4-sized paper copies in total.

Before any payment for materials on site is certified by the Principal Agent, the Contractor shall submit to the Principal Agent for approval cessions from each of the Contractor's suppliers vesting ownership of materials delivered for use on the site or any authorised extended site to the Contractor.

3.4.15 Proof of Compliance with the Law

The Contractor shall be required to comply with all regulations and laws of whatever nature that are applicable to his operations throughout the duration of the contract and shall produce documentary evidence when requested for all aspects.



PART C4 SITE INFORMATION

1 NATURE OF GROUND AND SUBSOIL CONDITIONS

Not applicable.

PART C5 APPENDICES

Appendix A: Occupational Health and Safety Specification (136 Pages) Appendix B: Asbestos Management Plan (102 Pages) Appendix C: Drawings and Specifications

<u>KUYASA</u>

- Architectural (7No. Drawings)
- Structural (4No. Drawings)
- External Works (1No. Drawings)
- Electrical (2No. Drawings)
- Sundry Fire (3No. Drawings)

SIZAMILE (STELLCARE)

- Architectural (6No. Drawings)
- Structural (1No. Drawings)
- External Works (1No. Drawings)
- Electrical (1No. Drawings)
- Sundry Fire (1No. Drawings)

APPENDIX A: OCCUPATIONAL HEALTH ANDSAFETY SPECIFICATION



CONSTRUCTION Health and Safety Specification ON BEHALF OF CSM ENGINEERING (THE "CLIENT") FOR

Partial Care (ECD Project) - Stellcare

Description Of Project: Partial Care (ECD Project) - Stellcare, including but not limited to Structural work, Electrical work, Roof work, Asbestos removal, Mechanical work and Civil work

Project Details

Client:	CSM / Stellenbosch Municipality	
Project Leader:	Ilse Ferreira (CSM Engineering)	

Client Safety Advisor:	Siyakhatala Safety	
Address:	39 Gelb Cres, Morgenster, Western Cape	
Email:	dejager@siyakhatalasafety.co.za	
Contact Person:	De Jager Kitshoff	
Tel:	021 553 5850	Cell: 082 338 0520

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1. PREAMBLE

- a. In terms of Construction Regulation 2014 (hereafter referred to as Construction Regulation) 5(1)(a), incorporated under the Occupational Health and Safety (OHS) Act of 1993 (Act 85 of 1993) (hereafter referred to as The Act) CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), on the Client's behalf, will prepare a Health and Safety Specification for Partial Care (ECD Project) Stellcare based on a site specific baseline risk assessment for the construction project and provide a copy of the Health and Safety Specification to the Principal Contractor. CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), will provide the Principal Contractor or any other Contractor, who is appointed to perform construction work for the Principal Contractor, with the Health and Safety Specification.
- b. CSM Engineers' further duties are as described in The Act and the Regulations made there-under.
- c. The Principal Contractor will be responsible for the Health and Safety Policy for the site in terms of Section 7 of The Act and in line with Construction Regulation 7 as well as the Health and Safety Plan (hereafter referred to as Plan) for the project.
- d. The Health and Safety Specification is governed by The Act. Notwithstanding this, cognisance should be taken of the fact that no single Act or its set of Regulations can be read in isolation. Furthermore, although the definition of a Health and Safety Specification stipulates a documented Health and Safety Specification of all health and safety requirements pertaining to associated works on a construction site, so as to ensure the health and safety of persons', it is required that the entire scope of the Labour legislation, including the Basic Conditions of Employment Act be considered as part of the legal compliance system. With reference to this Health and Safety Specification this requirement is limited to all health, safety and environmental issues pertaining to the site of the project as referred to here-in. Despite the foregoing it is reiterated that environmental management shall receive due attention.
- e. Due to the wide scope and definition of construction work, every construction activity and site will be different, and circumstances and conditions may even change daily. Therefore, due caution is to be taken by the Principal Contractor when drafting the Plan based on this Health and Safety Specification. Prior to drafting the Plan, and in consideration of the information contained here-in, the Principal Contractor shall set up a Risk Assessment Program to identify and determine the scope and details of any risk associated with any hazard at the construction site, to identify the steps needed to be taken to remove, reduce or control such hazard. This Risk Assessment and the steps identified will be the basis or point of departure for the Plan. The Plan shall include documented 'Methods Statement' (see definitions under Construction Regulations) detailing the key activities to be performed to reduce, as far as practicable, the hazards identified in the Risk Assessment.
- f. Every effort has been made to ensure that this Health and Safety Specification is accurate and adequate in all respects. Should it, however, contain any errors or omissions they may not be considered as grounds for claims under the contract for additional reimbursement or extension of time, or relieve the Principal Contractor from their responsibilities and accountability in respect of the project to which this Health and Safety Specification pertains. Any such inaccuracies, inconsistencies and/or inadequacies must immediately be brought to the attention of CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent).

2. SCOPE OF THE HEALTH AND SAFETY SPECIFICATION

a. This Health and Safety Specification pertaining to Partial Care (ECD Project) - Stellcare cover the subjects contained in the index and is intended to outline the normal as well as any special requirements of CSM Engineers pertaining to the health and safety matters applicable to this project. This Health and Safety Specification should be read in conjunction with The Act, the Construction Regulations and all other Regulations and Safety Standards which were or will be promulgated under

The Act or incorporated into The Act and be in force or come into force during the effective duration of the project. The stipulations in this Health and Safety Specification, as well as those contained in all other documentation pertaining to this project, including contract documentation and technical specifications, shall not be interpreted, in any way whatsoever, to countermand or nullify any stipulation of The Act, Regulations and Safety Standards which are promulgated under or incorporated into The Act.

- b. Take note of Appendix A Notice Regarding Application of The Construction Regulations 2014 Occupational Health and Safety Act, 1993 Construction Regulations, 2014.
- c. Construction Regulation 3 and 5 (7)(b) will come into effect 18 months after the commencement of Construction Regulations, 2014.

3. PURPOSE

- a. CSM Engineers is obligated to implement measures to ensure the health and safety of all people and properties affected under its custodianship or contractual commitments and is further obligated to monitor that these measures are structured and applied according to the requirements of this Health and Safety Specification.
- b. The purpose of this Health and Safety Specification is to provide the Principal Contractor [and their contractor(s)] with any information other than the standard conditions pertaining to construction sites which might affect the health and safety of persons at work and the health and safety of persons in connection with the use of plant and machinery; and to protect persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work during the carrying out of construction work for CSM Engineers
- c. The Principal Contractor [and their contractor(s)] is to be briefed on the significant health and safety aspects of the project and to be provided with information and requirements on inter alia:
 - i. safety considerations affecting the site of the project and its environment;
 - ii. health and safety aspects of the associated structures and equipment;
 - iii. submissions on health and safety matters required from the Principal Contractor [and their contractor(s)]; and
 - iv. the Principal Contractor's [and their contractor(s)] Plans.
- d. To serve to ensure that the Principal Contractor [and their contractor(s)] is fully aware of what is expected from them with regard to The Act and the Regulations made there- under including the applicable safety standards, and in particular in terms of Section 8 of The Act.
- e. To inform the Principal Contractor [and their contractor(s)] that The Act in its entirety shall apply to the contract to which this Health and Safety Specification applies. The Construction Regulations and shall apply to any person involved in construction work pertaining to this project, as will The Act.

4. **DEFINITIONS (Extracted from The Act)**

"Purpose of The Act" -

To provide for the health and safety of persons at work and the health and safety of persons in connection with the use of plant and machinery; the protection of persons other than persons at work against hazards to health and safety arising out of or in connection with The Activities of persons at work; to establish an advisory council for Occupational Health and Safety; and to provide for matters connected therewith.

"agent" –

means a competent person who acts as a representative for a client;

"angle of repose" -

means the steepest angle of a surface at which a mass of loose or fragmented material will remain stationary in a pile on the surface, rather than sliding or crumbling away;

"client" –

means any person for whom construction work is being performed;

"competent person" -

means a person who:

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

"construction manager" –

means a competent person responsible for the management of the physical construction processes and the coordination, administration and management of resources on a construction site;

"construction site" -

means a workplace where construction work is being performed;

"construction supervisor" -

means a competent person responsible for supervising construction activities on a construction site; **"construction vehicle"** –

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

"construction work" -

means any work in connection with- a) the construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or b) the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system; or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work; "construction work permit" – means a document issued in terms of regulation 3

"contractor" –

means an employer who performs construction work;

"demolition work" –

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

"design" –

in relation to any structure, includes drawings, calculations, design details and specifications;

"designer" –

means-

- a. a competent person who
 - i. prepares a design;
 - ii. checks and approves a design; or
 - iii. arranges for any person at work under his or her control to prepare a design (including an employee of that person where he or she is the employer); or
 - iv. designs temporary work, including its components,
- b. an architect or engineer contributing to, or having overall responsibility for a design;
- c. a building services engineer designing details for fixed plant;
- d. a surveyor specifying articles or drawing up specifications;
- e. a Contractor carrying out design work as part of a design and building project; or
- f. an interior designer, shop-fitter or landscape architect;

"excavation work" –

means the making of any man-made cavity, trench, pit or depression formed by cutting, digging or scooping;

"fall arrest equipment" –

means equipment used to arrest a person in a fall, including personal equipment such as body harness, lanyards, deceleration devices, lifelines, or similar equipment.

"fall prevention equipment" -

means equipment used to prevent persons from falling from a fall risk position, including personal equipment, a body harness, lanyards, lifelines or physical equipment such as guardrails, screens, barricades, anchorages or similar equipment;

"fall protection plan" -

means a documented plan, which includes and provides for-

- a. all risks relating to working from a fall risk position, considering the nature of work undertaken;
- b. the procedures and methods to be applied to eliminate the risk of falling; and
- c. a rescue plan and procedures

"fall risk" –

means any potential exposure to falling either from, off or into;

"health and safety file" -

means a file, or other record containing the information in writing required by these Regulations;

"health and safety plan" -

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

"health and safety specification" -

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

"medical certificate of fitness" -

means a certificate contemplated in regulation 7(1)(8);

"mobile plant" –

means any machinery, appliance or other similar device that is able to move independently, and is used for the purpose of performing construction work on a construction site;

"National Building Regulations" -

means the National Building Regulations made under the National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977), and promulgated by Government Notice No. R. 2378 of 30 July 1990, as amended by Government Notices No's R. 432 of 8 March 1991,

R. 919 of 30 July 1999 and R. 547 of 30 May 2008;

"person day" -

means one normal working shift of carrying out construction work by a person on a construction site; **"principal contractor"** –

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

"Professional Engineer or Professional Certificated Engineer" -

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

"Professional Technologist" –

means a person holding registration as a Professional Engineering Technologist in terms of the Engineering Profession Act, 2000;

"provincial director" –

means the provincial director as defined in regulation 1 of the General Administrative Regulations, 2003;

"scaffold" –

means a temporary elevated platform and supporting structure used for providing access to and supporting workmen or materials or both;

"structure means" –

- a. any building, steel or reinforced concrete structure (not being a building), railway line or siding, bridge, waterworks, reservoir, pipe or pipeline, cable, sewer, sewage works, fixed vessels, road, drainage works, earthworks, dam, wall, mast, tower, tower crane, bulk mixing plant, pylon, surface and underground tanks, earth retaining structure, or any structure designed to preserve or alter any natural feature, and any other similar structure;
- b. any falsework, scaffold or other structure designed or used to provide support or means of access during construction work; or
- c. any fixed plant in respect of construction work which includes installation, commissioning, decommissioning or dismantling and where any construction work involves a risk of a person falling;

"temporary works" –

means any falsework, formwork, support work, scaffold, shoring or other temporary structure designed to provide support or means of access during construction work;

"the Act" -

means the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993);

5. OCCUPATIONAL HEALTH AND SAFETY (OHS) MANAGEMENT

a. Structure and Organisation of OHS Responsibilities

i. Overall Supervision and Responsibility for OHS

- CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), to ensure that the Principal Contractor, appointed in terms of Construction Regulation 5(1)(k), implements, and maintains the agreed and approved Plan. Failure on the part of CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), to comply with this requirement will not relieve the Principal Contractor from any one or more of their duties under The Act and Regulations.
- 2. The Chief Executive Officer of the Principal Contractor in terms of Section 16(1) of The Act to ensure that the Employer (as defined in The Act) complies with The Act.
- 3. All Section 16(2) appointee(s) of The Act, as detailed in their/their respective appointment letters, to regularly, in writing, report to their principals on health and safety matters per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspections and to ensure that the reports are made available to the Principal Contractor to become part of site records (Health and Safety File).
- 4. The appointed full-time competent person as construction manager and Assistant construction manager(s), appointed in terms of Construction Regulation 8, to regularly, in writing, report to their principals on health and safety matters per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspection and to ensure that the reports are made available to the Principal Contractor to become part of site records (Health and Safety File).
- 5. All Occupational Health and Safety Representatives (OHS Reps) shall act and report as per Section 18 of The Act.
- 6. It is a requirement that the Principal Contractor, when appointing Contractors in terms of Construction Regulation 7(1)(c), includes an agreement with a Mandatory [Section 37(2) of The Act].

ii. Further (Specific) Supervision Responsibilities for OHS

 Several appointments or designations of responsible and/or competent people in specific areas of construction work are required by The Act and Regulations. The Principal Contractor to ensure that the following competent person appointments (where applicable) are made, in terms of the Construction Regulations to ensure compliance to The Act, Regulations and Safety Standards:

Regulation	Appointment	Responsible Person
5(1)(k)	Principal Contractor for each project	Client
7(1)(c)	Contractor	Principal Contractor
8(1)	Construction Manager	Principal Contractor
8(7)	Construction Supervisor	Principal Contractor
8(5)	Construction Safety Officer	Principal Contractor
9(1)	Person to carry out risk assessment	Principal Contractor
10(1)(a)	Fall protection Planner	Principal Contractor
12(1)	Temporary Works Designer	Principal Contractor
12(2)	Temporary Works supervisor	Principal Contractor
12(3)(e) &(f)	Temporary Works Equipment Inspector	Principal Contractor
13(2)(b)(ii) (b	Professional engineer or technologist	Principal Contractor
14(1)	Supervisor demolition work	Principal Contractor
16(1)	Scaffold supervisor	Principal Contractor
17(13)	Outrigger Supervisor	Principal Contractor
23(1)(d)(i)	Construction vehicle and mobile plant operator	Principal Contractor
23(1)(k)	Construction vehicle and mobile plant inspector	Principal Contractor
24(b)	Electrical installations & Machinery Controller	Principal Contractor
24(d)	Electrical installations & Machinery Inspector	Principal Contractor
28(a)	Stacking and storage supervisor	Principal Contractor
29(h)	Fire equipment inspector	Principal Contractor

2. This list may be used as a reference or tool to determine which components of The Act and Regulations would be applicable to a particular site. This list must not be assumed to be exclusive or comprehensive.

b. Communication & Liaison

- i. OHS Liaison between CSM Engineers, the Principal Contractor, and other concerned parties shall be through the OHS Committee as per procedures determined by the OHS Committee.
- ii. In addition to the above, communication, verbally or in writing, may be directly to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), as and when the need arises.
- iii. Consultation with the workforce on OHS matters will be through their Supervisors and OHS Representatives.
- iv. The Principal Contractor will be responsible for the dissemination of all relevant OHS information to the other Contractors involved.

6. INTERPRETATION

- a. The Act and all its Regulations, except for the Construction Regulations, distinguish between the roles, responsibilities and functions of employers and employees respectively. It views consultants and contractors as employees of the "owner" of a construction or operational project, the "owner" being regarded as the employer. Only if formally agreed to by way of the written agreement in this regard between the "owner(s)" and consultant and/or between the "owner(s)" and the contractor(s), will these assumptions be relinquished in favour of the position agreed upon between the relevant parties.
- The position taken by the Construction Regulations is that the "owner", in terms of its instructions, b. operates (must operate) in the role of "client" as per relevant definition. The contractors, working for the "client", are seen to be in two categories, i.e., the Principal Contractor and Contractors. The Principal Contractor must take full responsibility for the health and safety on the site of the relevant project/contract. This includes monitoring OHS conditions and overseeing administrative measures required by the Construction Regulations from all contractors on the project site. Contractors are required to operate under the scrutiny and control (in terms of all OHS measures which are covered in the Construction Regulations) of the Principal Contractor. Where, for the work the Principal Contractor will be responsible to execute himself, practical OHS measures are applicable; he will also be subject to the relevant requirements with which Contractors have to comply. The Principal Contractor will, however, not have to physically fulfil such requirements in respect of any of the work/functions of any Contractors on the site for which he has been appointed as Principal Contractor. However, he must monitor/oversee such processes, ensuring that the requirements are complied with and that the required appointments/evaluations/ inspections/assessments and tests are done and that the records are duly generated and kept as prescribed in the Construction Regulations. This must feature clearly in the Principal Contractor's Plan.

7. **RESPONSIBILITIES**

- a. CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), will perform the following responsibilities:
 - i. Appoint the Principal Contractor for Partial Care (ECD Project) Stellcare, in writing, for assuming the role of Principal Contractor as intended by the Construction Regulations.
 - ii. Discuss and negotiate with the principal Contractor the contents of the principal contractor's health and safety plan contemplated in Construction Regulation 7(1) and must thereafter finally approve that plan for implementation.
 - iii. Ensure that potential principal contractors submitting tenders have made adequate provision for the cost of health and safety measures.
 - iv. Ensure that the principal Contractor to be appointed has the necessary competencies and resources to carry out the construction work safely.

- v. Take reasonable steps to ensure co-operation between all contractors appointed by the client to enable each of those contractors to comply with these Regulations. Where more than one principal Contractor is appointed as contemplated in subregulation 5(1)(k), the client will take reasonable steps to ensure co-operation between all principal contractors and contractors to ensure compliance with these Regulations.
- vi. Ensure before any work commences on a site that every principal Contractor is registered and in good standing with the compensation fund or with a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993).
- vii. Ensure that a copy of the principal contractor's health and safety plan is available on request to an employee, inspector or contractor;
- viii. Take reasonable steps to ensure that each contractor's health and safety plan contemplated in regulation 7(1)(a) is implemented and maintained.
- ix. Ensure that periodic health and safety audits and document verification are conducted at intervals mutually agreed upon between the principal Contractor and any contractor, but at least once every 30 days.
- x. Ensure that a copy of the health and safety audit report contemplated in paragraph 5(o) is provided to the principal Contractor within seven days after the audit;
- xi. Take reasonable steps to ensure that the Plan of the Principal Contractor [and/or their Contractor(s)] is implemented and maintained. The steps taken will include periodic audits at intervals of at least once every month.
- xii. Where a fatality or permanent disabling injury occurs on a construction site, the client must ensure that the Contractor provides the provincial director with a report contemplated in section 24 of the Act, in accordance with regulations 8 and 9 of the General Administrative Regulations, 2013, and that the report includes the measures that the Contractor intends to implement to ensure a safe construction site as far as is reasonably practicable.
- xiii. Prevent the Principal Contractor [and/or their Contractor(s)] from commencing or continuing with construction work should the Principal Contractor [and/or their Contractor(s)] at any stage in the execution of the works be found to:
 - 1. have failed to have complied with any of the administrative measures required by the Construction Regulations in preparation for the construction project or any physical preparations necessary in terms of The Act;
 - 2. have failed to implement or maintain their Plan(s);
 - 3. have executed construction work which is not in accordance with their Plan(s); or
 - 4. act in any way which may pose a threat to the health and safety of any person(s) present on the site of the works or in its vicinity, irrespective of them being employed or legitimately on the site of the works or in its vicinity, which is not in accordance with the client's health and safety specifications and the principal contractor's health and safety plan for the site
 - have failed to stay in good standing with the compensation fund or with a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993);
- b. The Principal Contractor will perform the following responsibilities:
 - i. Accept the appointment under the terms and conditions of the Contract and additionally under the Construction Regulation.
 - ii. Agree on and sign the terms and conditions and shall, before commencing work, notify the Department of Labour of the intended construction work in terms of Regulation 4 of the Construction Regulations by means of an Annexure 2 "Notification of Construction Work" form. The Principal Contractor will submit the notification, in writing, prior to commencement of work and inform CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), accordingly.

Proof of notification must be placed on the site safety file and must be made available on request to an inspector, CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent).

- iii. Ensure that the Principal Contractor [and/or their Contractor(s)] is fully conversant with the requirements of this Health and Safety Specification and all relevant OHS legislation. This Health and Safety Specification is not intended to supersede The Act nor the Construction Regulations or any part of either. Those sections of The Act and the Construction Regulations which apply to the scope of works to be performed by the Principal Contractor in terms of this contract (entirely or in part) will continue to be legally required to be complied with. The Principal Contractor will in no manner or means be absolved from the responsibility to comply with all applicable sections of The Act, the Construction Regulations or any Regulations proclaimed under The Act, or which may perceivable be applicable to this contract.
- iv. Provide and demonstrate to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), a suitable, sufficiently documented and coherent site specific health and safety plan, based on the client's documented health and safety specifications contemplated in regulation 5(1)(b), which plan must be applied from the date of commencement of and for the duration of the construction work and which must be reviewed and updated by the principal Contractor as work progresses This Plan shall, as appendices, include the Plans of all Contractors for which the Principal Contractor has to take responsibility in terms of this contract.
- v. On appointing any other contractor, to ensure compliance with the provisions of the Act-
- vi. provide contractors who are tendering to perform construction work for the principal contractor, with the relevant sections of the health and safety specifications contemplated in regulation 5(1)(b) pertaining to the construction work which must be performed.
- vii. Ensure that potential contractors submitting tenders have made sufficient provision for health and safety measures during the construction process;
- viii. Ensure that no Contractor is appointed to perform construction work unless the principal Contractor is reasonably satisfied that the Contractor that he or she intends to appoint, has the necessary competencies and resources to perform the construction work safely;
- ix. Ensure prior to work commencing on the site that every Contractor is registered and in good standing with the compensation fund or with a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act, 1993;
- x. Appoint each Contractor in writing for the part of the project on the construction site;
- xi. Take reasonable steps to ensure that each contractor's health and safety plan contemplated in subregulation (2)(a) is implemented and maintained on the construction site;
- xii. Ensure that the periodic site audits and document verification are conducted at intervals mutually agreed upon between the principal Contractor and any contractor, but at least once every 30 days;
- xiii. Stop any Contractor from executing construction work which is not in accordance with the client's health and safety specifications and the principal contractor's health and safety plan for the site or which poses a threat to the health and safety of persons;
- xiv. Where changes are brought about to the design and construction, make available sufficient health and safety information and appropriate resources to the Contractor to execute the work safely; and discuss and negotiate with the Contractor the contents of the health and safety plan contemplated in subregulation 7(2)(a), and must thereafter finally approve that plan for implementation. The approval letter of the contractor's plan/s must be placed on the principal contractor's safety file and must be made available on request to an inspector, CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent).
- xv. Ensure that a copy of his or her health and safety plan contemplated in paragraph (a), as well as the contractor's health and safety plan contemplated in subregulation (2)(a), is available on request to an employee, an inspector, a contractor, the client, or the client's agent

- xvi. Hand over a consolidated health and safety file to the client upon completion of the construction work and must, in addition to the documentation referred to in subregulation 7(2)(b), include a record of all drawings, designs, materials used and other similar information concerning the completed structure;
- xvii. in addition to the documentation required in the health and safety file in terms of paragraph 7(c)(v) and subregulation 7(2)(b), include and make available a comprehensive and updated list of all the contractors on site accountable
- xviii. The principal contractor, the agreements between the parties and the type of work being done; and ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner in the form of Annexure 3 of the Construction Regulations.
- xix. A Contractor must prior to performing any construction work-
- xx. Provide and demonstrate to the principal Contractor a suitable and sufficiently documented health and safety plan, based on the relevant sections of the client's health and safety specification contemplated in Construction Regulation 5(1)(b) and provided by the principal Contractor in terms of subregulation 5(1)(a), which plan must be applied from the date of commencement of and for the duration of the construction work and which must be reviewed and updated by the Contractor as work progresses;
- xxi. Open and keep on site a health and safety file, which must include all documentation required in terms of the Act and these Regulations, and which must be made available on request to an inspector, the client, the client's agent or the principal contractor;
- xxii. Before appointing another Contractor to perform construction work be reasonably satisfied that the Contractor that he or she intends to appoint has the necessary competencies and resources to perform the construction work safely;
- xxiii. Cooperate with the principal Contractor as far as is necessary to enable each of them to comply with the provisions of the Act; and
- xxiv. As far as is reasonably practicable, promptly provide the principal Contractor with any information which might affect the health and safety of any person at work carrying out construction work on the site, any person who might be affected by the work of such a person at work, or which might justify a review of the health and safety plan.
- xxv. Where a Contractor appoints another Contractor to perform construction work, the duties determined in subregulation (1)(b) to (g) that apply to the principal Contractor apply to the Contractor as if he or she were the principal contractor.
- xxvi. A Contractor must take reasonable steps to ensure co-operation between all contractors appointed by the principal Contractor to enable each of those contractors to comply with these Regulations.
- xxvii. No Contractor may allow or permit any employee or person to enter any site unless that employee or person has undergone health and safety induction training pertaining to the hazards prevalent on the site at the time of entry.
- xxviii. A Contractor must ensure that all visitors to a construction site undergo health and safety induction pertaining to the hazards prevalent on the site and must ensure that such visitors have the necessary personal protective equipment.
- xxix. A Contractor must at all times keep on his or her construction site records of the health and safety induction training contemplated in subregulation (6) and such records must be made available on request to an inspector, the client, the client's agent or the principal contractor.
- xxx. A Contractor must ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed; and
- xxxi. issued by an occupational health practitioner in the form of Annexure 3 of the Construction Regulations.

xxxii. Open and keep on site a health and safety file, which must include all documentation required in terms of the Act and these Regulations, which must be made available on request to an inspector, CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent) or a contractor; and

xxxiii. Provide proof of the Principal Contractor's registration and good standing with the Compensation Fund or with a licensed compensation insurer prior to commencement with the works.

- xxxiv. In submitting the Principal Contractor's tender, demonstrate that they have made provision for the cost of compliance with the specified health and safety requirements, The Act and Construction Regulations. (Note: This shall have to be contained in the conditions of tender upon which a tenderer's offer is based). Consistently demonstrate the Principal Contractor's competence and the adequacy of their resources to perform the duties imposed on them in terms of this Health and Safety Specification, The Act and the Construction Regulations.
- xxxv. Ensure that a copy of the Principal Contractor's Plan is available on site and is presented upon request.
- xxxvi. Ensure that an OHS File, which shall include all documentation required in terms of the provisions of this Health and Safety Specification, The Act, and the Construction Regulations, is opened and kept on site and made available upon request. Upon completion of the works, the Principal Contractor will hand over the consolidated File to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent).
- xxxvii. Ensure, throughout execution of the contract, that all conditions imposed on his Sub-contractors in terms of The Act and the Construction Regulations are complied with as if they were the Principal Contractor.
- xxxviii. Evaluate, from time to time, the relevance of the Plan and revise the same as required, following which revised Plan will be submitted to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), for approval.

8. SCOPE OF WORK (also refer to paragraph 2)

This Health and Safety Specification is applicable to the specific scope of works pertaining to Partial Care (ECD Project) - Stellcare, as detailed in the tender documents provided by CSM Engineers.

Description of Works

Structural work, Electrical work, Roof work, Asbestos removal, Mechanical work and Civil work

- Demolish and rebuild cracked gable wall
- Repair broken and install new concrete aprons around building 1
- Install stormwater controls around building 1
- New manhole covers and valve cover to be installed
- Repair Sewer benching
- Clean Sewer
- Repair playground edge restraints
- Repair internal drainage in Building 2
- Burglar bar fixing rods to be cut flush with wall removing all sharp edges
- Encapsulate asbestos roof
- Electrical installation
- Escape door
- Escape and protection signage
- Hose Reel
- Door swing

Ensure that work is carried out as per approval from the CSM, no work shall be conducted where any possible risk to any person, staff or visitors is present.

Fire Engineer to be appointed to sign off installation. Asbestos work to be conducted according Abatement regulations.		
Time Scale	TBA 2024	
Working Hours		
Weekdays	As required, but with approval of Client	
Weekends	As required, but with approval of Client	
Public Holidays	As required, but with approval of Client	

9. HEALTH AND SAFETY FILE

- a. The Principal Contractor must, in terms of Construction Regulation 7(1)(a), always keep a documented File on site which must include all documentation required in terms of The Act and Regulations and must also include a list of all Contractors on site that are accountable to the Principal Contractor, the agreements between the parties and details of the work being done.
- b. The File will remain the property of CSM Engineers throughout the period of the project and must be consolidated and handed over to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), on completion of the project.

10. OHS GOALS AND OBJECTIVES AND ARRANGEMENTS FOR MONITORING AND REVIEWING OHS PERFORMANCE

- a. Take reasonable steps to ensure that the Plan of the Principal Contractor [and/or their Contractor(s)] is implemented and maintained. The steps taken will include periodic audits at intervals of at least once every 30 days.
- b. The Principal Contractor is required to maintain an acceptable disabling incident frequency rate (DIFR) and report on this to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), monthly.

11. IDENTIFICATION OF HAZARDS AND DEVELOPMENT OF RISK ASSESSMENTS, SAFE WORKING PROCEDURES (SWP) AND METHOD STATEMENTS

- a. The Principal Contractor is required to develop Risk Assessments, Safe Working Procedures (SWP) and Method Statements for each activity executed in the contract or project as contained but not limited to in the scope of work contained in the tender documentation:
 - i. The Principal Contractor [and/or their Contractor(s)] must, before the commencement of any construction work and during such construction work, have risk assessments performed by a competent person appointed in writing, which risk assessments form part of the health and safety plan to be applied on the site, and must include-
 - 1. The identification of the risks and hazards to which persons may be exposed to;
 - 2. An analysis and evaluation of the risks and hazards identified based on a documented method;
 - 3. A documented plan and applicable safe work procedures to mitigate, reduce or control the risks and hazards that have been identified;
 - 4. A monitoring plan; and
 - 5. a review plan.

6. The Principal Contractor to indicate clear Method statement and how asbestos work will be done according and aligned to the Ensure compliance to GNR 1996 of Government Gazette no 43893 dated 10 November 2020 Asbestos Abatement Regulations

- ii. The Principal Contractor [and/or their Contractor(s)] must ensure that all employees under his or her control are informed, instructed, and trained by a competent person regarding any hazard and the related work procedures and or control measures before any work commences, and thereafter at the times determined in the risk assessment monitoring and review plan of the relevant site.
- iii. The Principal Contractor must ensure that all contractors are informed regarding any hazard that is stipulated in the risk assessment before any work commences, and thereafter at the times that may be determined in the risk assessment monitoring and review plan of the relevant site.
- iv. A Contractor must consult with the health and safety committee or, if no health and safety committee exists, with a representative trade union or representative group of employees, on the monitoring and review of the risk assessments of the relevant site.
- v. A Contractor must ensure that copies of the risk assessments of the relevant site are available on site for inspection by an inspector, CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), any contractor, any employee, a representative trade union, a health and safety representative or any member of the health and safety committee.
- vi. The Principal Contractor [and/or their Contractor(s)] must review the relevant risk assessment-1. Where changes are affected to the design and or construction that result in a change to the
 - risk profile; or 2. when an incident has occurred.
 - 3. Based on the Risk Assessments, the Principal Contractor must develop a set of site-specific OHS Rules that will be applied to regulate the OHS aspects of the construction. The Risk Assessments, together with the site- specific OHS Rules shall be submitted to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent) before mobilisation on site commences.
 - 4. The Principal Contractor is also required to conduct a baseline Risk Assessment and the aforesaid listed Risk Assessments shall be incorporated into the base-line Risk Assessment. The baseline Risk Assessment must further include the Safe Working Procedures (SWP) and the applicable Method Statements based on the Risk Assessments.
 - 5. A risk Assessment shall be undertaken for all out-of-scope work.
 - 6. The identification of hazards is over and above the hazards identification programme and those hazards identified during the drafting of the Plan.

12. ARRANGEMENTS FOR MONITORING AND REVIEW

a. Weekly visits

The Principal Contractor must ensure weekly site visits by the Contractors appointed Competent Health and Safety Officer, SACPCMP registered.

b. Monthly Audits

The Principal Contractors competent Health and Safety Officer must conduct monthly audits and submit a copy of the audit to the OHS Agent and file a copy in the Health and Safety File. CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), will be conducting monthly audits at times coinciding with the Principal Contractor's Audit in order to comply with Construction Regulation 5(1)(o) and to ensure that the Principal Contractor has implemented, is adhering to and is maintaining the agreed and approved Plan.

c. Other Audits and Inspections

CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), reserves the right to conduct any other ad hoc audits and inspections as it deems necessary. A representative of the Principal Contractor and the relevant OHS Representative(s) (SHE Reps) must accompany CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), on all Audits and Inspections and may conduct their own audit/inspection at the same time. Each party will, however, take responsibility for the results of their own audit/inspection results. CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), may require to be handed a copy of the minutes of the previous OHS Committee meeting reflecting possible recommendations made by that committee to the Principal Contractor for reference purposes.

d. Reporting

- i. The Principal Contractor will report all incidents where an employee is injured on duty to the extent that he/she
 - 1. dies;
 - 2. becomes unconscious;
 - 3. loses a limb or part of a limb; or
 - 4. is injured or becomes ill to such a degree that he/she is likely either to die or to suffer a permanent physical defect or likely to be unable for a period of at least 14 days either to work or continue with the activity for which he/she was usually employed.

OR WHERE

- 1. a major incident occurred;
- 2. the health or safety of any person was endangered;
- 3. where a dangerous substance was spilled;
- 4. the uncontrolled release of any substance under pressure took place;
- 5. machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects; or
- 6. machinery ran out of control.

report to the Provincial Director of the Department of Labour, within seven days, and at the same time to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent). Also refer in this regard to Section 24 of The Act and Section 8 of the General Administrative Regulations.

- ii. The Principal Contractor must provide CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), with copies of all statutory reports required in terms of The Act and Regulations.
- iii. The Principal Contractor must provide CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), with a monthly "Safety and Health Management Report".
- iv. The Principal Contractor must provide CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), a.s.a.p. with copies of all internal and external accident/incident investigation reports. As soon as the occurrence of any accident/incident of whatever nature comes to the notice of that the Principal Contractor it shall be reported immediately to any of the following:
 - 1. CSM Engineers
 - 2. The Client's Agents and/or Siyakhatala Safety (OHS agent),
 - 3. Department of Labour
- v. If an injured person dies because of an incident, which has already been reported, the Principal Contractor must report such death to the Provincial Director telephonically, per facsimile or similar means of communication.
- vi. The Principal Contractor must, within 7 days after an accident occurred, where a person required medical treatment more than just first aid, provide the Compensation Commissioner with the

relevant documentation. An employer, who fails to report any accident, as mentioned above, shall be guilty of an offence in terms of the Compensation for Occupational Injuries and Diseases Act, 1993 and may be held liable for the full amount of compensation payable in respect of such accident.

vii. The Principal Contractor must, within 14 days after an occupational disease was diagnosed, provide the Compensation Commissioner with the relevant documentation. An employer, who fails to report any occupational disease, shall be guilty of an offence in terms of the Compensation for Occupational Injuries and Diseases Act, 1993 and may be held liable for the full amount of compensation payable in respect of such a disease.

e. Review

The Principal Contractor must review the Hazard Identification, Risk Assessments and Standard Work Processes at each Production, Planning and Progress Report meeting as the construction work develops and progresses and each time changes are made to the designs, plans and construction methods and processes.

The Principal Contractor must provide CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), other Contractors and all other concerned parties with copies of any changes, alterations or amendments as contemplated in the above paragraph.

f. Site Rules and other Restrictions

i. Site OHS Rules

- 1. The Principal Contractor will develop a set of site-specific OHS rules that will be applied for the duration of the construction process.
- 2. As required, by law, visitors, and non-employees, upon entering the site, shall be issued with the correct Personal Protective Equipment (PPE).
- 3. Specific site rules that must be implemented are as follows:
 - a. No smoking in demarcated areas
 - b. No open flames
 - c. No firearms
 - d. No scavenging
 - e. Respect for all property
 - f. No eating or drinking while working
 - g. No alcohol or drugs
 - h. PPE will be always worn

ii. Security Arrangements

- 1. The Principal Contractor will establish site access rules and implement and maintain these rules throughout the construction period. Access control must include the rule that non-employees shall always be provided with full time supervision while on site.
- 2. The Principal Contractor will develop a set of security rules and procedures and maintain these throughout the construction period.
- 3. If not already tasked to the OHS Officer, appointed in terms of Construction Regulation 8(5), the Principal Contractor will appoint a competent Emergency Controller who must develop contingency plans for any emergency that may arise on site as indicated by the risk assessments. These plans must include at least a 3 monthly practice/testing programme for the plans. These practices/test runs must include all persons on site at the time of the practices/test runs.

g. Training

i. General Induction Training

- 1. No Contractor may allow or permit any employee or person to enter any site unless that employee or person has undergone health and safety induction training pertaining to the hazards prevalent on the site at the time of entry. Proof of such inductions must be kept on the site safety file of General Induction Training [Section 8(2)(E) of the Act and Construction Regulation 7(5)].
- 2. The Principal Contractor [and/or their Contractor(s)] must ensure that all employees under his or her control are informed, instructed, and trained by a competent person regarding any hazard and the related work procedures and or control measures before any work commences, and thereafter at the times determined in the risk assessment monitoring and review plan of the relevant site.
- 3. An induction training register must be signed and kept in the File on site.

ii. Job Specific Training

- 1. All employees in jobs requiring training in terms of The Act and Regulations must be in possession of valid proof of training as follows:
 - a. Job Specific Induction (also visitors) (Sections 8 & 9 of The Act)
 - b. Site/Project Manager
 - c. Construction Manager
 - d. OHS Representatives (Section 18 (3) of The Act)
 - e. Training of the Appointees (General & Site-Specific Induction Training)
 - f. Operators of Cranes (Driven Machinery Regulations Section 22(e)
 - g. Operators & Drivers of Construction Vehicles and Mobile Plant (Construction Regulations Section 23(1)(d)(i))
 - h. Basic Fire Prevention & Protection (Environmental Regulation 9 and Construction Regulations Section 29)
 - i. As a minimum basic First Aid to be upgraded when necessary (General Safety Regulations Section 3)
 - j. Store-keeping Methods and Safe Stacking (Construction Regulations Section 28)
 - k. Emergency, Security and Fire Coordinator
 - I. Electrical Installations
 - m. Asbestos Contractor
- 2. The training register must be signed and kept in the File on site.

iii. Awareness and Promotion as per Construction Regulation 7(4)

The Principal Contractor [and/or their Contractor(s)] is required to have a plan in place to promote an OHS awareness and culture in their employees. The following method will be used:

1. Toolbox Talks:

The Principal Contractor shall continuously conduct, on site, weekly toolbox talks, and on or before any hazardous work takes place. The talks shall cover the relevant activity regarding any hazard and the related safe work procedures and an attendance register must be kept and signed by all attendees. A record of who attended and the content of the topic must be kept in the site Health and Safety File as evidence of training.

h. Accident and Incident Investigation

i. Inspection and reporting are the best way in which a responsible contractor can control his area of responsibility. The Principal Contractor is responsible to oversee the investigations, per Annexure 1 proforma (available in the General Administrative Regulations), of all

accidents/incidents, irrespective of whether it gave rise to loss, injury, damage or not and the results recorded in the Accident/Incident Register in the File.

- ii. These incidents must be recorded in the form of Annexure 1 of the General Administrative Regulations and be kept for a period of at least 3 years. This record shall be kept in the File on the premises and be available for perusal by an inspector.
- iii. The Principal Contractor is responsible for the investigation, per Annexure 1 proforma, of all non-injury incidents as described in Section 24 (1)(b) & (c) of The Act and keep a record of the results of such investigations including the steps taken to prevent similar incidents in future.
- iv. The Principal Contractor is responsible for the investigation of all road traffic accidents relating to the construction site and keeps a record of the results of such investigations including the steps taken to prevent similar accidents in future. Records to be kept in the File on the site.
- v. The Principal Contractor to appoint, in writing, an incident/accident investigator who will be responsible to investigate all the accidents/incidents. These investigations should take place within 7 days from the date of incident and be completed as soon as is reasonably practicable or within the contracted period of contract workers. The Principal Contractor must record the result of the investigation on an Annexure 1 document and keep it in the File on the site. The purpose of the investigation is to establish the cause of the incident together with the safety measures that can be implemented to prevent the re-occurrence of such incidents in the future.
- vi. The health and safety committee shall examine these records at their next meeting and forward the recommendations to the Principal Contractor.

i. Asbestos requirements, PC and CLIENT OBLIGATIONS

Contractor and PC to ensure compliance with regards to: ASBESTOS ABATEMENT REGULATIONS, 2020 Published under Government Notice R1196 in GG 43893 of 10 November 2020

"type 1 asbestos work" means— (a) painting of asbestos cement products in a manner that does not require surface preparation and does not cause the release of asbestos fibres; or (b) the removal of less than 10 square metres of asbestos cement products or equivalent gutters and piping or asbestos insulating board, where removal work may not be repeated on the same site within a period of six months; and, does not require registration as a registered asbestos contractor with the chief inspector;

"type 2 asbestos work" means— (a) the repair or encapsulation of asbestos cement products in a manner that does not require surface preparation; or (b) the removal of asbestos cement products or asbestos insulating board; and, requires registration as a type 2 registered asbestos contractor with the chief inspector;

"type 3 asbestos work" means— (a) the removal, repair or encapsulation of any asbestos and asbestos-containing material; and, requires registration as a type 3 registered asbestos contractor with the chief inspector;

It is important to note that the PC request the following requirements from the client to ensure compliance to the Asbestos regulation

Identification of asbestos in place

An employer or self-employed person must, as far as is reasonably practicable— (a) ensure that all asbestos-containing materials at the workplace are identified by a competent person;
 (b) if it is uncertain whether the suspected material contains asbestos, either deem the material to be asbestos-containing material or arrange for a sample of that material to be analysed for the presence of asbestos by a laboratory competent to carry out such analyses;

(c) if part of the workplace is inaccessible and considered by a competent person as likely to contain asbestos, assume that asbestos is present in that area; (d) if no asbestos is identified as per sub regulations (a), (b) and (c), ensure that the asbestos-free status of the workplace is substantiated in writing by a competent person: Provided that subregulation (d) does not apply to an employer who occupies or uses a structure as defined in the Construction Regulations, 2003, published as Government Notice R.1010 in Gazette No. 25207 of 18 July 2003, where construction commenced at least three years after promulgation of the Regulations for the Prohibition of the Use, Manufacturing, Import and Export of Asbestos and Asbestos-containing Materials, 2007, published as 8 Government Notice R.341 in Gazette No. 30904 of 28 March 2008, under section 24B of the Environment Conservation Act, 1989 (Act No. 73 of 1989).

Inventory of asbestos in place

3. (1) An employer or self-employed person must obtain the services of a competent person to ensure that all materials identified as, or assumed to be, asbestos-containing material, as contemplated in regulation 3, are entered into an inventory of asbestos in place, which is kept at the workplace or premises. (2) With regard to any disagreement as to whether any substance is in fact asbestos, the health and safety representative, health and safety committee or a person nominated by the employees may require that a sample of that substance be taken and definitive identification of the substance be determined by an approved inspection authority, provided that the cost of the identification is borne by the employer. (3) The inventory of asbestos in place must contain, as far as is reasonably practicable, the following information about each of the asbestos-containing materials- (a) The date on which the material was identified; (b) a description of the material, quantity and extent of deterioration; (c) the location as detailed on a floor plan; (d) confirmation of labelling and signage as required by regulation 20; (e) the risk categorisation derived from the asbestos risk assessment as detailed in regulation 5(3); and (f) a description of potential exposure scenarios as required in regulation 6(2)(b). (4) The employer or self-employed person must ensure that a competent person reviews and, if necessary, revises the inventory of asbestos in place for the workplace at intervals not exceeding 24 months. (5) The inventory of asbestos in place should be revised more frequently if— 9 (a) further asbestos-containing material is identified; and (b) the asbestos-containing material has deteriorated significantly or is removed, damaged, sealed, coated or encapsulated. (6) Where the removal of asbestos or repair of asbestos-containing material is planned, information in the inventory of asbestos in place must be adequately detailed with respect to the work to be carried out. (7) The employer, self-employed person or asbestos client must ensure that a copy of the inventory of asbestos in place, or relevant part thereof, is— (a) given to the mandatory before any asbestos removal or repair work commences; (b) given to the registered asbestos contractor and approved inspection authority before asbestos removal or repair work commences; (c) readily accessible to employees and health and safety representatives at the workplace; (d) in the case of transfer of ownership, provided to the new owner of the premises; and (e) given to the approved inspection authority before asbestos removal or repair work commences. (8) The mandatory who carries out the removal of asbestos or the repair of asbestos-containing material at a workplace must— (a) obtain a copy of the inventory of asbestos in place from the employer, self-employed person or asbestos client; and (b) if suspected asbestos-containing materials are located on the structure, plant or machinery, inform the employer, self-employed person or asbestos client who must ensure that a competent person determines whether the substance in question is asbestos-containing material. (9) In the event of work carried out at a workplace and

potential exposure to airborne asbestos— (a) the employer, self-employed person or asbestos client, as the case may be, must ensure that the person authorising such work is given a copy of the inventory of asbestos in place; 10 (b) the person authorising the work as contemplated in subregulation (a), from the inventory of asbestos in place, must determine what future task and incident-related potential exposure scenarios are applicable to the work, including identifying recommended controls; and (c) the employer, self-employed person or asbestos client, as the case may be, must ensure that the recommended controls are implemented with regard to the work. (10) All asbestos-containing material listed in the inventory of asbestos in place, as required by subregulation (3), must be clearly labelled or provided with signage in accordance with regulation 20.

The assessment indicated the presence of asbestos, and this has been identified as a risk.

- a) Samples of the roof and rain goods must be taken and tested by an Approved Asbestos Inspection Authority (AAIA) to determine if asbestos is present. Should the samples test positive for asbestos containing materials the Client must then procure the services of an AAIA to draw up an asbestos inventory as per the asbestos regulation for the whole site.
- b) If asbestos is present the presence of asbestos and inventory must be reflected in the tender document and the removal/demolition to form part of the bill of quantities.

The following information must be available:

- a. Registered asbestos contractor Company/Organization Details
- b. Registration with the Unemployment Insurance Fund
- c. Compensation Fund Registration
- d. South African Receiver of Revenue
- e. CICP Registration
- f. Copy of previous asbestos registration.
- g. List projects completed in the last year.
- c) The registered asbestos contractor safety file must contain the following information on site handover. Contractor Asbestos File Requirements -
 - 1. Registered asbestos contractor Company/Organization Details
 - 2. Registration with the Unemployment Insurance Fund
 - 3. Compensation Fund Registration
 - 4. South African Receiver of Revenue
 - 5. CICP Registration
 - 6. Copy of previous asbestos registration.
 - 7. List projects completed in the last year.
 - 8. Health Risk Assessments
 - 9. Organogram
 - 10. Copies of legal appointments
 - 11. AAIA inclusion in organogram & Appointment letter on file
 - 12. Supervisor experience
 - 13. Proof of level 2 First Aid
 - 14. Departments approval of First Aid Institution
 - 15. OHS Representative Training
 - 16. Asbestos Training
 - 17. Training Schedule

- 18. Proof of PPE and RPE training
- 19. Personal Protective Equipment
- 20. Equipment to be used for demolition.
- 21. Medical Surveillance
- 22. AAIA Oversight
- 23. Disposal Method
- 24. Record Keeping
- d) The registered appointed Principal contractor safety file must contain the following information on site handover.

Disposal Method:

All asbestos containing materials, including PPE used during the asbestos works will be placed in approved waste man rubble skips lined with 250 micron DMP plastic sheets. These sheets will also be used to cover the asbestos containing materials while they are safely stored on site, awaiting collection. All asbestos will be disposed of at an Approved Waste site, namely Vissershok Landfill. On completion of disposal, a waste manifest shall be issued stating the amount and date of asbestos disposed of.

Control:

Prevention of asbestos waste into the environment shall be in accordance with the plan which shall include, screening and tenting, covering all manholes with suitable plastic and catchment of all run-off water. All asbestos waste will be double bagged with the asbestos sticker placed on the outside.

Training Requirements:

1. Asbestos awareness training -

Everyone who will work with or be present during the asbestos removal process. Thus, it's always better to conduct these activities after hours or over weekends to minimize the amount of people on site, which in turn reduces the need for this awareness training.

- Asbestos PPE Training –
 Everyone who will be working with the asbestos.
- First Aid Level 2 You need 1 level 2 first aider per asbestos work team.
- 4. Basic Fire Fighter You need 1 basic fire fighter per asbestos work team.
- Health and Safety Representative per team You need 1 health and safety representative per asbestos work team, if the team does not consist of more than 20 employees. If more than 20 employees, you need to appoint additional health and safety representatives.
- Working at Heights –
 Each member of the asbestos removal team will be removing asbestos at heights.

Medical Requirements:

- 1. Each member of the asbestos work team must undergo a full medical, including a lung function test.
- 2. Each member of the asbestos work team needs to receive a lung X-ray, which needs to be repeated every 2 years.

AAIA functions:

- 1. Appoint an AAIA (Approved Asbestos Inspection Authority) who will assist you with the air monitoring and official results and reports.
- 2. Draw up an asbestos plan which needs to be approved by your AAIA.
- 3. This AAIA approval process must take place at least 30 days prior to the start of the removal works.
- 4. Submit a formal notice of removal works to the Department of Labour at least 14 days prior to the start of the removal works.
- 5. Once the above 3 items have been completed you can legally commence with the works. Note that your AAIA must be on site the day you start as they need to commence with the monitoring before the removal begins. They will also guide and advise you on how to go about the removal and will make sure the removal teams work in a healthy and safe manner.

j. OHS Representatives (SHE Reps) and OHS Committees

i. Designation of OHS Representatives (SHE Reps)

- 1. Where the Principal Contractor employs more than 20 persons (including the employees of other Contractors (sub-contractors) they must appoint one OHS Representatives for every 50 employees or part thereof (Section 17 of The Act and General Administrative Regulations, Sections 6 & 7).
- 2. OHS Representatives must be appointed in writing and the designation shall be in accordance with the Collective Agreement as concluded between the parties as is required in terms of General Administration Regulations, Section 6.

ii. Duties and Functions of the OHS Representatives

- 1. The Principal Contractor must ensure that the designated OHS Representatives conduct at least a weekly inspection of their respective areas of responsibility using a checklist and report thereon to the OHS Committee after which these reports shall be consolidated for submission to the Principal Contractor.
- 2. OHS Representatives must be included in and be part of accident/incident investigations.
- 3. OHS Representatives shall be members of at least one OHS Committee and must attend all meetings of that OHS committee.
- 4. For a detailed list of functions please refer to Section 18 of The Act.

iii. Establishment of OHS Committee(s)

 The Principal Contractor must establish OHS Committees consisting of designated OHS Representatives together with several Employer Representatives appointed as per Section 19(3) of The Act. The number of employer representatives is not allowed to exceed the number of OHS Representatives on the committee. The persons nominated by the Principal Contractor on an OHS Committee must be designated in writing. The OHS Committee shall co-opt advisory (temporary) members and determine the procedures of the meetings including the chairpersonship.

2. The OHS Committee must meet at least three monthly but should consider monthly meetings.

iv. First Aid and First Aiders

- 1. Where the Principal Contractor employs more than 10 persons at a workplace (including the employees of other Contractors (sub-contractors) they will ensure the following ratio of First Aiders to employees:
 - a. One First Aider to every 50 employees in case of a workplace; or
 - b. One First Aider to every 100 employees in case of an office or shop.
- 2. The First Aiders must be in possession of a valid certificate of competency in first aid and must be appointed in writing. Records must be kept in the File on site.
- 3. Where the Principal Contractor employs more than 5 persons (including the employees of other Contractors (sub-contractors) they must provide a first aid box or boxes at or near the workplace (Section 3 of General Safety Regulations). The contents of the first aid box must comply with the requirements as per the Annexure in the General Safety Regulations.

13. PROJECT/SITE SPECIFIC REQUIREMENTS

The following is a list of possible activities and considerations that have been identified for which Risk Assessments, Safe Working Procedures (SWP), Control Measures and Method Statements (where necessary) must be developed by the Principal Contractor:

- a. Clearing & Grubbing of the Area/Site
- b. Site Establishment including:
 - i. Office/s
 - ii. Secure/Safe storage and storage areas for materials, plant & equipment
 - iii. Ablution facilities
 - iv. Vehicle access to the site
- c. Dealing with existing structures
- d. Location of existing services
- e. Installation and maintenance of temporary construction electrical supply, lighting, and equipment
- f. Adjacent land use/surrounding property exposures
- g. Boundary and access control/public liability exposures (Remember: the Principal Contractor is also responsible for the OHS of non-employees affected by their work activities)
- h. Health risks arising from neighbouring and own activities as well as from the environment e.g., threats by dogs, bees, snakes, lightning, allergies etc.
- i. Exposure to Noise
- j. Exposure to Vibration
- k. Protection against dehydration and heat exhaustion
- I. Protection from wet & cold conditions
- m. Use of Portable Electrical Equipment including but not limited to:
 - i. Angle grinder
 - ii. Electrical Drilling machine
 - iii. Skill saw
 - iv. Portable battery-operated hand tools
- n. Excavations including:
 - i. Ground/soil conditions

- ii. Trenching
 - 1. Layering and bedding of trench floor
 - 2. Installation of pipes in trenches
 - 3. Backfilling of trenches
- iii. Shoring
- iv. Drainage
 - 1. Protection against flooding
- v. Daily inspections
- o. Welding including:
 - i. Arc Welding
 - ii. Gas welding
 - iii. Flame Cutting
 - iv. Use of LP Gas torches and appliances
- p. Loading and offloading of trucks
- q. Aggregate/sand and other materials delivery
- r. Lifting and lowering operations
- s. Driving & Operation of Construction Vehicles and Mobile Plant including:
 - i. Trenching machine
 - ii. Excavator
 - iii. Bomag Roller
 - iv. Plate Compactor
 - v. Front End Loader
 - vi. Mobile Cranes and the ancillary lifting tackle
 - vii. Towing and/or parking of vehicles and mobile plant
- t. Use and Storage of Flammable Liquids and other Hazardous Substances CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), to be informed of this prior to commencing of the project
- u. As discovered by the Principal Contractor's hazard identification exercise
- v. As discovered from any inspections and audits conducted by CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), or any other Contractor on site
- w. As discovered from any accident/incident investigation
- x. Dealing with windblown sand

14. OUTLINED DATA, REFERENCES, AND INFORMATION ON CERTAIN AND/OR SPECIFIC OBLIGATORY REQUIREMENTS TO ENSURE LEGAL COMPLIANCE

a. Administrative and Legal Requirements

OHS Act/ Regulations Section	Subject	Requirements
Construction Regulations Sect 4	Notice of carrying out Construction work	Department of Labour notified Copy of Notice available on Site
General Administrative Regulations Sect 4	Copy of OHS Act (Act 85 of 1993)	Updated copy of Act & Regulations on site. Readily available for perusal by employees.

OHS Act/ Regulations Section	Subject	Requirements
Compensation of Injuries and Diseases Act (COID) Sec 80	Registration with Compensation Insurer	Written proof of registration/Letter of good standing available on Site
Construction Regulations Sect 5 & 7(1)	OHS Specification & Programme	OHS Spec received from Client and/or its Agent on its behalf OHS programme developed & updated regularly
OHS Act Sect 8(2)(d) Construction Regulations Sect 9	Hazard Identification & Risk Assessment	Hazard Identification carried out/Recorded Risk Assessment and – Plan drawn up/Updated RA Plan available on-Site Employees/Sub-Contractors informed/trained
OHS Act Sect 16(1)	CEO	Responsibility of complying with the OHS Act assigned by the CEO. CV and legal liability training to be provided
OHS Act Sect 16(2)	Assigned duties (Managers)	Responsibility of complying with the OHS Act assigned to another person/s by the CEO. CV and legal liability training to be provided for appointee
Construction Regulations Sect 8(1)	Construction Manager Responsible on Site	Competent person appointed in writing as Construction Manager with job description. CV detailing competence, legal liability training and risk assessment training to be provided for appointee
Construction Regulations Sect 8(2)	Assistant Construction Manager for above (depending on size of project)	Competent person appointed in writing as Assistant Construction Manager with job description. CV detailing competence, legal liability training and risk assessment training to be provided for appointee
Construction Regulations Sect 8(7)	Construction Supervisor Responsible on Site	Competent person appointed in writing as Construction Supervisor with job description. CV detailing competence, legal liability training and risk assessment training to be provided for appointee
Construction Regulations Sect 8(8)	Assistant Construction Supervisor for above (depending on size of project)	Competent person appointed in writing as Assistant Construction Supervisor with job description. CV detailing competence, legal liability training and risk assessment training to be provided for appointee
OHS Act Sect 17 & 18 General Administrative Regulations Sect 6 & 7	Designation of Health and Safety Representatives	More than 20 employees - one OHS Representative, one additional OHS Rep. for each 50 employees or part thereof. Designation in writing, period and area of responsibility specified in terms of GAR 6 & 7 Meaningful OHS Rep. reports. Reports actioned by Management.
OHS Act Sect 19 & 20 General	Health and Safety Committee/s	OHS Committee/s established. All OHS Reps shall be members of OHS Committees Additional members are appointed in writing.

OHS Act/ Regulations Section	Subject	Requirements
Administrative Regulations Sect 5		Meetings held monthly; Minutes kept. Actioned by Management.
OHS Act Sect 37(1) & (2)	Agreement with Mandataries/ (Sub-) Contractors	Written agreement with (Sub)Contractors List of (Sub) Contractors displayed. Proof of Registration with Compensation Insurer/Letter of Good Standing Construction Supervisor designated Written arrangements re. OHS Reps & OHS Committee Written arrangements re. First Aid
OHS Act Sect 24 General Administrative Regulations Sect 8 COID Act Sect 38, 39 & 41	Reporting of Incidents (Dept. of Labour)	Incident Reporting Procedure displayed. All incidents in terms of Sect. 24 reported to the Provincial Director, Department of Labour, within 3 days. (Annexure 1) (WCL 1 or 2) and to the Client and/or its Agent on its behalf Cases of Occupational Disease Reported Copies of Reports available on-Site Record of First Aid injuries kept
General Administrative Regulations Sect 9	Investigation and Recording of Incidents	All injuries which resulted in the person receiving medical treatment other than first aid, recorded, and investigated by an investigator designated in writing. Copies of Reports (Annexure 1) available on Site Tabled at OHS Committee meeting Action taken by Site Management.
Construction Regulations Sect 10	Fall Prevention & Protection	Competent person appointed to draw up and supervise the Fall Protection Plan Proof of appointees' competence available on Site Risk Assessment carried out for work at heights Fall Protection Plan drawn up/updated Available on Site Employees medically examined for physical & psychological fitness. Employees working at heights medically examined for physical & psychological fitness by and be in possession of valid medical (issued by Occupational Health Practitioner) certificate Valid Medical Certificates to be available on the site safety file.
		Valid working at heights certificates to be available for all employees working at heights.
Construction Regulations Sect 11	Structures	Information re. the structure being erected received from the Designer including: - geo-science technical report where relevant - the design loading of the structure - the methods & sequence of construction - anticipated dangers/hazards/special measures to construct safely Risk Assessment carried out Method statement drawn up All above available on Site

OHS Act/ Regulations Section	Subject	Requirements
		Structures inspected before each shift. Inspections register kept
Construction Regulations Sect 12	Temporary Works	Competent person appointed in writing to supervise erection, maintenance, use and dismantling of Support & Formwork Design drawings available on site Risk Assessment carried out Support & Formwork inspected: - before use/inspection - before pouring of concrete - daily whilst in place - before stripping/dismantling - Inspection register kept
Construction Regulations Sect 16	Scaffolding	Competent persons appointed in writing to: - erect scaffolding (Scaffold Erector/s) - act as Scaffold Team Leaders - inspect Scaffolding weekly and after inclement weather (Scaffold Inspector/s) Written Proof of Competence of above appointees available on Site Copy of SANS 085 available on-Site Risk Assessment carried out Inspected weekly/after bad weather. Inspection register/s kept
Construction Regulations Sect 13	Excavations	Competent person/s appointed in writing to supervise and inspect excavation work Written Proof of Competence of above appointee/s available on Site Risk Assessment carried out Inspected: - before every shift - after any blasting - after an unexpected fall of ground - after any substantial damage to the shoring - after rain. Inspections register kept Method statement developed where explosives will be/ are used
Construction Regulations Sect 22 Driven Machinery Regulations Sect 18 & 19	Cranes & Lifting Machines Equipment	Competent person appointed in writing to inspect Cranes, Lifting Machines & Equipment Written Proof of Competence available on Site. Cranes & Lifting tackle identified/numbered Register kept for Lifting Tackle Logbook kept for each individual Crane Inspection: - All cranes - daily by operator - Other cranes - annually by competent person - Lifting tackle (slings/ropes/chain slings etc.) - daily or before every new application
Construction Regulations Sect	Inspection & Maintenance of Electrical Installation &	Competent person appointed in writing to inspect/test the installation and equipment.

OHS Act/	Subject	Requirements
Regulations Section		
24 Electrical Machinery Regulations Sect 9 & 10 Electrical Installation Regulations	Equipment (including portable electrical tools)	Written Proof of Competence of above appointee available on Site. Inspections: - Electrical Installation & equipment inspected after installation, after alterations and quarterly. Inspection Registers kept Portable electric tools, electric lights and extension leads must be uniquely identified/numbered. Daily visual inspection by User/Issuer/Store man. Register kept.
Construction Regulations Sect 28 General Safety Regulations Sect 8(1)(a)	Designation of Stacking & Storage Supervisor.	Competent Person/s with specific knowledge and experience designated to supervise all Stacking & Storage Written Proof of Competence of above appointee available on Site
Construction Regulations Sect 29 Environmental Regulations Sect 9	Designation of a Person to Coordinate Emergency Planning and Fire Protection	 Person/s with specific knowledge and experience designated to coordinate emergency contingency planning and execution and fire prevention measures Emergency Evacuation Plan developed: Drilled/Practiced Plan & Records of Drills/Practices available on Site Fire Risk Assessment carried out All Fire Extinguishing Equipment identified and recorded on a register. Inspected weekly and an Inspection Register kept. All fire equipment must be serviced annually.
General Safety Regulations Sect 3	First Aid	Every workplace must be provided with enough First Aid boxes. (Required where 5 persons or more are employed). First Aid must be readily available at no charge. The First Aid box must be equipped as GSR 3 requires. Name of the First Aider must be displayed with the contact number. Competency for the first aider must be valid and filed. Location of First Aid box/es clearly indicated. Signs instructing employees to report all Injuries/illness including first aid injuries must be displayed. This must also be communicated during the employee induction.
General Safety Regulations Sect 2	Personal Protective Equipment (PPE)	PPE Risk Assessment carried out Items of PPE prescribed/use enforced Records of Issue kept Undertaking by Employee to use/wear PPE.

OHS Act/ Regulations Section	Subject	Requirements
		PPE remain property of Employer, not to be removed from premises GSR 2(4)
General Safety Regulations Sect 9	Inspection & Use of Welding/Flame Cutting Equipment	Competent Person/s with specific knowledge and experience designated to Inspect Electric Arc, Gas Welding and Flame Cutting Equipment Written Proof of Competence of above appointee available on Site All new vessels checked for leaks, leaking vessels NOT taken into stock but returned to supplier immediately Equipment identified/numbered and entered into a register Equipment inspected weekly. Inspection Register kept Separate, purpose made storage available for full and empty vessels
Hazardous Chemical Substances (HCS) Regulations Construction Regulations Sect 23	Control of Storage & Usage of HCS and Flammables	Competent Person/s with specific knowledge and experience designated to Control the Storage & Usage of HCS (including Flammables) Written Proof of Competence of above appointee available on Site Risk Assessment carried out Register of HCS kept/used on Site Separate, purpose made storage available for full and empty containers
Pressure Equipment Regulations	Pressure Equipment	Competent Person/s with specific knowledge and experience designated to supervise the use, storage, maintenance, statutory inspections & testing of Pressure Equipment
		Written Proof of Competence of above appointee available on Site
		Risk Assessment carried out
		Certificates of Manufacture available on Site
		Register of Pressure Equipment on Site
		Inspections & Testing by Approved Inspection Authority (AIA):
		 after installation/re-erection or repairs every 36 months. Register/Log kept of inspections, tests. Modifications & repair
Construction Regulations Sect 23	Construction Vehicles & Earth Moving Equipment	 Operators/Drivers appointed to: Carry out a daily inspection prior to use Drive the vehicle/plant that he/she is competent to operate/drive

OHS Act/ Regulations Section	Subject	Requirements
		Written Proof of Competence of above appointee available on Site. Record of Daily inspections kept
General Safety Regulations Sect 13A	Inspection of Ladders	Competent person appointed in writing to inspect Ladders. Ladders must be inspected on arrival, before every use and recorded on a register monthly. Application of the types of ladders (wooden, aluminium etc.) regulated by training and inspections and noted in register
General Safety Regulations Sect 13B	Ramps	Competent person appointed in writing to Supervise the erection & inspection of Ramps. Inspection register kept. Daily inspected and noted in register

Construction Regulations	RECORD TO BE KEPT	Responsible Person
3	Application for Construction work permit to Provincial Director – Annexure 1 Available on-site Unique number displayed conspicuously at entrance - NOT APPLICABLE	Client
4	Notification to Provincial Director – Annexure 2 7 days before work commences. Proof of submission to be available on file	Principal Contractor
7(1)	Copy of Principal contractor's Plan. Available on request & onsite	Principal Contractor
7(2)(a)	Copy of Principal contractor's Plan. As well as each Contractor's Plan, available on request	Principal Contractor
7(2)(d)	File opened and kept on site (including all documentation required in terms of The Act & Regulations). Available on request	Principal Contractor
7(1)(f)	Consolidated File handed to Client on completion of Construction work. To include all documentation required in terms of The Act & Regulations and records of all drawings, designs, materials used and similar information on the structure	Principal Contractor
7(1)(f)	Comprehensive and Updated List of all Contractors on site, the agreements between the parties and the work being done included in the File and available on request	Principal Contractor
7(1)(g)	Ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner in the form of annexure 3. Working at heights/confined space/construction vehicle operators to be identified on the annexure 3 to ensure medically fit to conduct work	Principal Contractor/s & Contractor/s
9(6)	Risk Assessment - Available on site for inspection	Principal Contractor

Construction Regulations	RECORD TO BE KEPT	Responsible Person
10(1)(b)	Construction Manager [CR 8(1)] has latest updated version of Fall Protection Plan [CR 10(1)]	Principal Contractor
5(1)(d)	Inform Contractor in writing of dangers and hazards relating to construction work	Designer of Structure
5(2)(c)	All drawings pertaining to the design of structure On site available for inspection	Principal Contractor
11(2)(b)	Record of inspections of the structure [First 2 years – once every 6 months, thereafter yearly] - Available on request	Owner of Structure
11(2)(d)	Maintenance records - safety of structure - Available on request	Owner of Structure
12(3)(c)	Drawings pertaining to the design of Temporary Works structure - Kept on site, available on request	Principal Contractor
13(2)(h)	Record of excavation inspection - On site available on request	Principal Contractor
23(1)(k)	Findings of daily inspections (prior to use) of Construction Vehicles and Mobile Plant	Principal Contractor
24(d)	Record of temporary electrical installation inspections [once a week] and electrical machinery [daily before use] in a register and kept on site	Principal Contractor
29(l)	Fire Evacuation Plan	Principal Contractor

b. Education and Training

Subject	Requirement
Company	Policy signed by CEO and published/Circulated to Employees Policy displayed
OHS Policy	on Employee Notice Boards
Sect 7(1)	Management and employees committed.
Company/Site OHS Rules Sect 13(a)	Rules published Rules displayed on Employee Notice Boards Rules issued and employees effectively informed or trained: written proof Follow-up to ensure employees understand/adhere to the policy and rules.
Induction &	All new employees receive OHS Induction Training. Training includes
Task Safety	Task Safety Instructions.
Training Sect	Employees acknowledge receipt of training.
13(a)	Follow-up to ensure employees understand/adhere to instructions.
General OHS	All current employees receive specified OHS training: written proof
Training Section	Operators of Plant & Equipment receive specified training Follow-up to
13(a)	ensure employees understand/adhere to instructions.
OHS Promotion	Incident Experience Board indicating e.g. * No. of hours worked without an Injury * No. of days worked without an Injury Mission, Vision and Goal Star Grading - Board kept up to date. Safety Posters displayed & regularly changed Employee Notice Board for OHS Notices. Site OHS Competition. Company OHS Competition. Participation in Regional OHS Competition Suggestion scheme.

c. Public Safety, Security Measures & Emergency Preparedness

Subject	Requirement
Notices & Signs	Notices & Signs at entrances / along perimeters indicating "No Unauthorised Entry". Notices & Signs at entrance instructing visitors and non - employees what to do, where to go and where to report on entering the site/yard with directional signs. e.g., "Visitors to report to Office" Notices & Signs posted to warn of overhead work and other hazardous activities. e.g., General Warning Signs Construction work permit displaying permit number at main entrance
Site Safeguarding	Additional safety precautions should be incorporated where scaffold or any other type of temporary work is erected close to public walkways to prevent the public entering an area or to protect the public from falling objects. Where overhead work is being performed in public areas, the erection of cantilever scaffolding with netting or enclosed public tunnels will be required to protect members of the public passing / entering the site. Methods to attain this should include but not be limited to securing tools, exclusion zones, scaffold fans, temporary roof structures, Nets, Canopies, Platforms, etc.
Security Measures	Access control measures/register in operation Security patrols after hours during weekends and holidays Sufficient lighting after dark Guard has access to telephone/ mobile/other means of emergency communication
Emergency Preparedness	Emergency contact numbers displayed and made available to Security & Guard Emergency Evacuation instructions posted up on all notice boards (including employees' notice boards) Emergency contingency plan available on site/in yard Doors open outwards/unobstructed Emergency alarms audible all over (including in toilets)
Emergency Drill & Evacuation	Adequate No. of employees trained to use Fire Fighting Equipment. Emergency Evacuation Plan available displayed and practiced. (See Section 1 for Designation & Register)

d. Personal Protective Equipment

Subject	Requirement
PPE needs analysis	Need for PPE identified and prescribed in writing. PPE remain property of Employer, not to be removed from premises GSR 2(4)
Head Protection	All persons on site to wear Safety Helmets including Sub- contractors and Visitors (where prescribed) (All areas where working at heights taking place, all employees in vicinity, either at elevated areas or ground work in same area to wear hard hats. Workers at height to have a hard hat with a chin strap.
Foot Protection	All employees on site wear Safety Shoe with steel tips. including Gumboots for concrete / wet work and non-slip shoes for roof work. Visitors to wear the same upon request or where prescribed (visitors to site office alone may be permitted with a minimum requirement of a closed leather shoe.

Subject	Requirement
Eye and Face Protection	Eve and Face (also Hand and Body) Protection (Goggles, Face Shields, Welding Helmets etc.) used when operating the following: * Jack/ Kango Hammers * Angle / Bench Grinders * Electric Drills (Overhead work into concrete / cement / bricks * Explosive actuated fastening device * Concrete Vibrators / Pokers * Hammers & Chisels * Cutting / Welding Torches * Cutting / Welding Torches * Cutting Tools and Equipment * Guillotines and Benders * Shears * Sanders and Sanding Machines * CO2 and Arc Welding Equipment * Skill / Bench Saws * Spray Painting Equipment etc.
Hearing Protection	Hearing Protectors (Muffs, plugs etc.) used when operating the following: * Jack / Kango Hammers * Explosive actuated fastening device * Wood/Aluminum Working Machines e.g., saws, planers, routers
Hand Protection	Protective Gloves worn by employees handling / using: * Cement / Bricks / Steel / Chemicals * Welding Equipment * Hammers & Chisels * Jack / Kango Hammers etc.
Respiratory Protection	Suitable/efficient prescribed respirators worn correctly by employees handling / using: * Dry cement * Dusty areas * Hazardous chemicals * Angle Grinders * Spray Painting etc.
Fall Prevention Equipment	Suitable Safety Belts / Fall Arrest Equipment correctly used by persons working on / in unguarded, elevated positions e.g.: * Scaffolding * Riggers * Lift shafts * Edge work * Ring beam edges etc. Other methods of fall prevention applied e.g., catch nets Harnesses to have anchor point. Lifelines to be installed and inspected at regular intervals. Harnesses to have valid quarterly inspection certificates available on site
Protective Clothing	All jobs requiring protective clothing (Overalls, Rain Wear, Welding Aprons etc.) Identified and clothing worn.
PPE Issue & Control	Identified Equipment issued free of charge. All PPE maintained in good condition. (Regular checks). Workers instructed in the proper use & maintenance of PPE. Commitment obtained from the wearer accepting conditions and to wear the PPE. Record of PPE issued kept on OHS File. PPE remain property of Employer, not to be removed from premises GSR 2(4)

e. Housekeeping

Subject	Requirement
Scrap Removal	All items of Scrap/Unusable Off cuts/Rubble and redundant material removed
System	from working areas on a regular basis. (Daily)
	Scrap/Waste removal from heights by chute/hoist/crane.
	Nothing thrown/swept over sides.
	Scrap disposed of in designated containers/areas
	Removal from site/yard on a regular basis.

Stacking & Storage (See Section 1 for Designation & Register)	Stacking: *Stable, on firm level surface/base. *Prevent leaning/collapsing *Irregular shapes bonded *Not exceeding 3x the base *Stacks accessible *Removal from top only. Storage: *Adequate storage areas provided. *Functional – e.g., demarcated storage areas/racks/bins etc. *Special areas identified and demarcated e.g., flammable gas, cement etc. *Neat, safe, stable, and square. *Store/storage areas clear of superfluous material. *Storage behind sheds etc. neat/under control. *Storage areas free from weeds, litter etc.
Waste Control /Reclamation	Reusable off-cuts and other reusable material removed daily and kept to a minimum in the work areas. All re-usable materials neatly stacked/stored in designated areas. (Nails removed/bent over in re-usable timber). Issue of hardware/nails/screws/cartridges etc. controlled and return of unused items monitored.

f. Working at Heights/Elevated positions (including Roof Work)

Subject	Requirement
Openings	Unprotected openings adequately guarded/fenced/barricaded/catch nets installed Roof work discontinued when bad/hazardous weather Fall protection measures (including warning notices) when working close to edges or on fragile roofing material Covers over openings in roof of robust construction/secured against displacement
Working at height	All workers working at heights are in possession of a valid medical certificate (issued by Occupational Health Practitioner) All workers working at heights have undergone Fall arrest training as well as fall rescue training. Persons may only work from a fall risk position if: A working at heights risk assessment has been completed for the work to be conducted. A safe work procedure/task analysis and work instruction, approved by a competent person, is in place; A fall rescue plan, along with necessary equipment and trained rescuers, is in place; Appropriate training, as determined by the risk assessment, has been provided; and Appropriate height safety equipment and personal protective equipment have been issued to the individuals

g. Scaffolding/Temporary Works

Subject	Requirement
Access/System Scaffolding	Foundation firm /stable Sufficient bracing. Tied to Structure/prevented from side or cross movement Platform boards in good condition/sufficient/secured. Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs Complying with OHS Act/SABS 085
Free Standing Scaffolding	Foundation firm /stable Sufficient bracing. Platform boards in good condition/sufficient/secured. Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs Height to base ratio correct Outriggers used /tied to structure where necessary Complying with OHS Act/SANS 085
Mobile Scaffolding	Foundation firm /stable Sufficient bracing. Platform boards in good condition/sufficient/secured. Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs
Mobile Scaffolding	Wheels / swivels in good condition Brakes working and applied. Height to base ratio correct. Outriggers used where necessary Complying with OHS Act/SANS 085
Suspended Scaffolding	Outriggers securely supported and anchored. Correct No. of steel wire ropes used. Platform as close as possible to the structure. Handrails on all sides All winches / ropes / cables / brakes inspected regularly and replaced as prescribed Scaffolding complies with OHS Act (Act 85/93) Winch(es) maintained by competent person(s)
Temporary Works	All components are in good condition. Foundation firm / stable. Adequate bracing / stability ensured. Good workmanship / uprights straight and plumb. Good cantilever construction. Safe access provided. Areas under support work tidy. Same standards as for system scaffolding.
Special Scaffolding	Special Scaffolding e.g., Cantilever, Jib and Truss-out scaffolds erected to an acceptable standard and inspected by specialists.
Edges & Openings	Edges barricaded to acceptable standards. Manhole openings covered / barricaded. Openings in floor / other openings covered, barricaded/fenced. Stairs provided with handrails. Lift shafts barricaded / fenced off.

h. Ladders

Subject	Requirement
Physical Condition / Use & Storage	 Step Ladders - hinges/stays/braces/stiles in order. Extension ladders - ropes/rungs/stiles/safety latch/hook in order. Extension / Straight ladders secured or tied at the bottom / top. No joined ladders used Wooden ladders are never painted except with varnish Aluminium ladders NOT to be used with electrical work All ladders stored on hooks / racks and not on ground. Ladders protrude 900 mm above landings / platforms / roof. Fixed ladders higher than 5 m have cages/Fall arrest system

i. Electrical

Subject	Requirement
Electrical Distribution	Colour coded / numbered / symbolic sign displayed. Area in front kept clear
Boards & Earth	and unobstructed.
Leakage	Fitted with inside cover plate / openings blanked off / no exposed "live"
	conductors / terminals/Door kept closed Switches / circuit breakers identified. Earth leakage protection unit fitted and operating.
	Tested with instrument: Test results within 15 – 30 milliamps
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	Aperture/Opening/s provided for the plugging in, and removal of extension
	leads without the need to open the door Apertures and openings used for
	extension leads to be protected against the elements and especially rain
Electrical Installations	Temporary wiring / extension leads in good condition / no bare or exposed
& Wiring	wires.
	Earthing continuity / polarity correct:
	Cables protected from mechanical damage and moisture. Correct loading
	observed e.g., no heating appliance used from lighting circuit etc.
	Light fittings/lamps protected from mechanical damage/moisture.
	Cable arrestors in place and used inside plugs
Physical condition of	Electrical Equipment and Tools: (includes all items plugging in to a 16 Amp
Electrical Appliances &	supply socket)
Tools	Insulation / casing in good condition.
	Earth wire connected/intact where not of double insulated design
	Double insulation marks indicate that no earth wire is to be connected.
	Cord in good condition/no bare wires/secured to machine & plug.
	Plug in good condition, connected correctly and correct polarity.

j. Emergency Preparedness and Fire Prevention/Protection

Subject	Requirement
Fire Extinguishing	Fire Risks Identified and on record
Equipment	The correct and adequate Fire Extinguishing Equipment available for:
	* Offices
	* General Stores
	* Flammable Store
	* Fuel Storage Tank/s and catchment well
	* Gas Welding / Cutting operations
	* Where flammable substances are being used / applied.
	* Equipment Easily Accessible
Maintenance	Fire equipment checked minimum monthly, serviced yearly
Location & Signs	Fire Extinguishing Equipment:
	* Clearly visible
	* Unobstructed
	* Signs posted including "No Smoking" / "No Naked Lights" where
	required. (Flammable store, Gas store,
	Fuel tanks etc.)
Storage Issue &	Storage Area provided for flammables with suitable doors, ventilation, bund
Control of Flammables	etc.
(incl. Gas cylinders	Flammable store neat / tidy and no Class A combustibles. Decanting of
	flammable substances carried out in an ignition free and adequately ventilated
	area. Container bonding principles applied
	Only sufficient quantities issued for one task or one day's usage
	Separate, special gas cylinder store/storage area.
	Gas Cylinders stored / used / transported upright and secured in
	trolley/cradle/structure and ventilated.

Subject	Requirement
	Types of Gas Cylinders clearly identified as well as the storage area and stored separately.
	Full cylinders stored separately from empty cylinders. All valves, gauges, connections, threads of all vessels to be checked regularly for leaks. Leaking acetylene vessels to be returned to the supplier IMMEDIATELY.

k. Excavations

Subject	Requirement
Excavations (As contemplated in	Shored / Braced to prevent caving / falling in. Provided with an access ladder.
section 1 of Construction	Excavations guarded/barricaded/lighted after dark in public areas Soil dumped at least 1 m away from edge of excavation
Regulation 2014)	On sloping ground soil dumped on lower side of excavation All excavations are subject to daily inspections

I. Tools

Subject	Requirement
Hand Tools	Shovels / Spades / Picks:
	 * Handles free from cracks and splinters * Handles fit securely
	* Working end sharp and true Hammers:
	* Good quality handles, no pipe or reinforcing steel handles.
	 * Handles free from cracks and splinters * Handles fit securely Chisels:
	* No mushroomed heads / heads chamfered
	* Not hardened
	* Cutting edge sharp and square Saws:
	* Teeth sharp and set correctly
	* Correct saw used for the job

m. Cranes

Subject	Requirement
Mobile Crane	Only operated by trained authorised operator with valid certificate of training Rear view mirrors Windscreen visibility good Windscreen wipers effectively operating Indicators operational Hooter workingTyres safe/sufficient tread/pressure visibly sufficient No missing Wheel nuts Headlights, taillights operational Reverse alarm working and audible and known by all employees Grease nipples and grease on all joints No Oil leaks Hydraulic pipes visibly sound/no leaks No corrosion on Battery terminals Boom visibly in good condition/no apparent damage Cable/sheaves greased/no visible damage/split wires/corrosion and checked daily Brakes working properly

Crane hook: Throat pop marked/safety latch fitted/functional SWL/MML
displayed
By-pass valves operational
Deflection chart displayed/visible to operator/driver
Outriggers functional used

n. Transport and Materials Handling Equipment

Subject	Requirement
Site Vehicles	 All Site Vehicles, Dumpers, Bobcats, Loaders etc; checked daily before use by driver / operator. Inventory of vehicles used/operated on-site Inspection by means of a checklist / result recorded. No persons riding on equipment not designed or designated for passengers. Site speed limit posted, enforced, and not exceeded. Drivers / Operators trained / licensed and carrying proof. No unauthorized persons allowed to drive / operate equipment.

o. Site Plant and Machinery

Subject	Requirement
Brick Cutting Machine	Operator Trained. Only authorised persons use the machine. Emergency stop-switch clearly marked and accessible. Area around the machine dry and slip/trip free/clear of off-cuts All moving drive parts guarded/electrical supply cable protected Operator using correct PPE - eye/face/hearing/foot/hands/body.
Electric Arc Welder	 Welder Trained. Only authorised / trained persons use welders. Earth cable adequately earthed to work. Electrode holder in good condition/safe Cables, clamps & lugs/connectors in good condition. Area in which the welding machine is used is dry/protected from wet. Welder using correct PPE - eye/ face/foot/body/respirator. Correct transparent screens & warning signs placed
Woodworking Machines	Operators Trained. Only authorised persons use machines. Provided with guards. Guards used. Operators using correct PPE - eye/face/feet/hearing Circular saws strictly operated according to prescribed methods and settings Only prescribed saw blades (crosscut, ripping blade, smooth cut, aluminium) shall be used for various applications
Compressors	Relief valves are correctly set and locked / sealed. Maximum Safe Working Pressure (MSWP) indicated on the face of the pressure gauge: not on glass cover. All drives are adequately guarded. Receiver/lines drained daily Hoses good condition/clamped, not wired

Subject	Requirement
	Compressed air NEITHER used to dust off clothing/PPE/ and work areas NOR on bare skin
Concrete Mixer	Top platform provided with guardrails.Dust abatement methods in use.Operators using correct PPE - eye / hands / respirators.All moving drive parts are guarded.Emergency stops identified / indicated and accessible.Area kept clean/dry/and free from tripping and slipping hazards.Operators' overseer identified and crane signals displayed and used.
Gas Welding / Flame Cutting Equipment	 Only authorised/trained persons use the equipment. Torches and gauges in good condition. Flashback arrestors fitted at cylinders and gauges. Hoses in good condition/correct type/all connections with clamps Cylinders stored, used, and transported in upright position, secured in trolley / cradle / to structure. All cylinders regularly checked for leaks, leaking cylinders returned immediately Fire prevention/control methods applied/hot work permits

p. Plant and Storage Yard/Site Workshop

Subject	Requirements
OHS Act Sect 8(2)(1) General Machinery Regulations Sect 2(1): Supervision of the Use & Maintenance of Machinery	Person/s with specific knowledge and experience designated in writing to Supervise the Use & Maintenance of Machinery Critical items of Machinery identified/numbered/placed on register/inventory Inspection/maintenance schedules for above mentioned Inspections/maintenance carried out to above schedules Results recorded
General Machinery Regulations Sect 9(2): Notices re. Operation of Machinery	Schedule D Notice posted in Work areas
Pressure Equipment Regulations Sect 13(1)(b): Supervision of the Use & Maintenance of Pressure Equipment	Person/s with specific knowledge and experience designated in writing to Supervise the Use & Maintenance of Pressure Equipment Pressure Equipment identified/numbered/placed on register/Manufacturers plate intact Inspection/maintenance schedules for above mentioned Inspections/maintenance carried out to above schedules Results recorded/Test certificates available
Lock-out Procedure	Lock-out procedure in operation
Ergonomics	Ergonomics survey conducted – results on record Survey results applied
Demarcation & Colour Coding	Demarcation principles applied All services, pipes, electrical installation, stop-start controls, emergency controls etc. colour coded to own published or SABS standard Employees trained to identify colour coding

Subject	Requirements
Portable & Bench Grinders	Area around grinder clear/trip/slip free Bench grinders mounted securely/grinder generally in good condition/No excessive vibration On/Off switch/button clearly demarcated/accessible Adequate guards in place Tool rest – secure/square/max. 2 mm gap, perpendicular to drive shaft Stone/disk - correct type and size/mounted correctly/dressed Use of Eye protection enforced
Battery Storage & Charging	Adequately ventilated, ignition free room/area/no smoking sign/s Batteries placed on rubber/wooden surface Emergency shower/eye wash provided No acid storage in area Prescribed methods in place and adhered to when charging batteries
Ancillary Lifting Equipment	Lifting device consisting of one or more pulley blocks reeved with fibre ropes, used solely for the raising and lowering of a load or for moving it horizontally, but does not include chain blocks, lever hoists or steel- wire rope pullers/Tirfors/jacks/mobile gantries etc. identified/numbered on register Ropes in good condition/links no excessive wear/checked daily Lifting hooks – throat pop marked/safety latch fitted SWL/MML marked/displayed
Presses/Guillotines/ Shears	Only operated by trained/authorised persons Interlocks/lockouts fitted/PPE worn or used at all times
Competent person (for inspection purposes)	Means a person who has the knowledge, training, experience, and qualifications specific to the work performed: provided that where appropriate qualifications and training are registered in terms of the provisions of the South African Qualifications Authority Act, 1995, those qualifications and that training shall be deemed to be the required qualifications and training

q. Workplace Environment, Health and Hygiene

Subject	Requirement
Lighting	Adequate lighting in places where work is being executed e.g., stairwells and
	basements.
	Light fittings placed / installed causing no irritating/blinding glare.
	Stroboscopic effect eliminated (not only reduced) where moving objects or
	machinery is used
Ventilation	Adequate ventilation / extraction / exhausting in hazardous areas e.g.,
	chemicals / adhesives / welding / petrol
	or diesel/ motors running and in confined spaces / basements.
Noise	Tasks identified where noise levels exceed 85 dB(A) at any one time.
	All reasonable steps taken to reduce noise levels at the source. Hearing
	protection used where noise levels could not be reduced to below 85 dB(A).
Heat Stress	Measures in place to prevent heat exhaustion in heat stress problem areas
	e.g., steel decks, when the WBGT index reaches
	30. (See Environmental Regulation 4)
	Cold drinking water is readily available.
Ablutions	Sufficient hygiene facilities provided - 1 toilet per 30 employees (National
	Building Regulations prescribe chemical toilets for Construction sites)
	Toilet paper available.
	Sufficient showers provided.

Subject	Requirement		
	Facilities for washing hands provided Soap/cleaning agent available for washing hands		
	Means of drying hands available		
	Lock-up changing facilities / area provided.		
	Ablution facilities kept hygienic and clean.		
Eating/Cooking	Adequate storage facilities provided.		
Facilities	Weather protected eating area provided, separate from changing area Refuse bins with lids provided. Facilities kept clean and hygienic.		
Dollution of			
Pollution of Environment	Measures in place to minimize dust generation. Accumulation or littering of empty cement pockets, plastic wrapping / bags, packing materials etc. prevented.		
	Spillage / discarding of oil, chemicals and diesel into storm water and other drains or into existing or newly dug holes/cavities on site expressly prohibited.		
Hazardous Chemical Substances	All substances identified and list available e.g., acids, flammables, poisons etc.		
	Material Safety Data Sheets (MSDS) indicating hazardous properties and emergency procedures in case of incident on file and readily available. Substances stored safely. Expiry dates meticulously checked where applicable		

15. PRINCIPAL CONTRACTOR'S GENERAL DUTIES

- a. The Principal Contractor will always ensure his status of an "employer" as referred to in The Act, and will abide by their responsibilities, duties, and functions as per the requirements of The Act and Regulations with specific reference to Section 8 of The Act.
- b. The Principal Contractor will keep, and on demand make available, a copy of The Act on site always and, in addition to that, will introduce and maintain a file titled "Health and Safety File", or other record in permanent form, which shall contain all relevant aspects and information as contemplated in the Construction Regulations and this Health and Safety Specification. The Principal Contractor will make this file available to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), whenever necessary or on request to an interested party.

16. PRINCIPAL CONTRACTOR'S SPECIFIC DUTIES

- a. The Principal Contractor's specific duties in terms of this Health and Safety Specification are detailed in the Construction Regulations.
- b. The Principal Contractor is specifically referred to the following elements of the Construction Regulations, but not limited to only these Regulations:
 - i. Regulations No. 1: Definitions
 - ii. Regulations No. 2: Scope of Application
 - iii. Regulations No. 3: Application for construction work permit.
 - iv. Regulations No. 4: Notification of Construction Work
 - v. Regulations No. 7: Principal Contractor and Contractor
 - vi. Regulations No. 8: Supervision of Construction Work
 - vii. Regulations No. 9: Risk Assessment
 - viii. Regulations No. 28: Stacking & Storage on Construction Site
 - ix. Regulations No. 28: Construction employees' facilities
 - x. Regulations No. 32: Approved Inspection Authorities
 - xi. Regulations No. 33: Offences and Penalties
- c. The Principal Contractor shall ensure compliance to The Act and its Regulations and specifically to the above Regulations and document each record in the File.

17. THE PRINCIPAL CONTRACTOR'S SPECIFIC RESPONSIBILITIES WITH REGARD TO HAZARDOUS ACTIVITIES

- a. The following activities are identifiable as hazardous in terms of the Construction Regulations. The Principal Contractor shall execute the activities in accordance with the following Construction Regulations and other applicable Regulations of The Act:
 - i. Regulation No. 10: Fall protection
 - ii. Regulation No. 11: Structures
 - iii. Regulation No. 12: Temporary Works
 - iv. Regulation No. 13: Excavation work
 - v. Regulation No. 16: Scaffolding
 - vi. Regulation No. 22: Cranes
 - vii. Regulation No. 23: Construction vehicles & mobile plant
 - viii. Regulation No. 24: Electrical installations and machinery on construction sites
 - ix. Regulation No. 25: Use and temporary storage of flammable liquids on construction sites
 - x. Regulation No. 27: Housekeeping on construction sites
 - xi. Regulation No. 29: Fire precautions on construction sites
 - This list must not be taken to be exclusive nor exhaustive!
- b. All the above requirements will be read in conjunction with the relevant Regulations and OHS standards as required by The Act. All documents and records required by the Construction Regulations will be kept in the File and will be made available at any time when required by CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), or on request to an interested party.

18. GENERAL NOTES TO THE PRINCIPAL CONTRACTOR

- a. Legal Framework: Legal Obligations
 - i. The more important Acts and relevant subordinate/secondary legislation as well as other (Local Government) legislation that also apply to the State as well as to State owned buildings and premises:
 - 1. The latest issue of SANS 0142: "Code of Practice for the Wiring of Premises"
 - 2. The Local Government Ordinance 1939 (Ordinance 17 of 1939) as amended and the municipal by-laws and any special requirements of the local supply authority.
 - 3. The Fire Brigade Services Act 1987, Act 99 of 1987 as amended.
 - 4. The National Building Regulations and Building Standards Act 1977 (Act 103 of 1977) as amended and relevant proclaimed Regulations (SANS 10400, published November 2010).
 - 5. The Post Office Act 1958 (Act 44 of 1958) as amended.
 - 6. The Electricity Act 1984, Act 41 of 1984.
 - 7. The Regulations of Local Gas Board(s), including Publications of the SANS Standards and Codes of Practice, with specific reference to GNR 17468 dated 4 October 1997.
 - 8. Legislation pertaining to water usage and the environment.
 - 9. Legislation governing the use of equipment, which may emit radiation (e.g., X-Rays etc.).
 - 10. Waste Information Regulations (GN R625, 2012)
 - 11. Common Law
- b. Legal Liabilities
 - i. Common Law and Legislation is based on two main criteria
 - 1. Would the reasonable person have foreseen the hazard? (That is a reasonable person in that specific position, taking experience, qualifications, authority, position in the organization etc. into consideration).
 - 2. Would the reasonable person have taken precautionary measures (action) to prevent or limit the hazard?
 - ii. Negligence can be proven on failure on any or both above criteria (There may not necessarily be a relationship between criminal and civil liability!)

19. HOUSEKEEPING

- a. The Principal Contractor will ensure that good housekeeping is always maintained as per Section 27 of the Construction Regulations. Poor housekeeping contributes to three major problems, namely, increased costs, increased accidents, fire hazards and reduction in production. Good housekeeping will enhance production time.
- b. Emphasis is to be placed on the following crucial elements of a construction site:
 - i. Phase priorities and production/plant layout
 - ii. Enclosures
 - iii. Pits, openings, and shoring
 - iv. Storage facilities
 - v. Effective, sufficient, and maintained lighting or illumination
 - vi. Principal sources of injuries e.g., stairways, runways, ramps, loose building material
 - vii. Oil, grease, water, waste, rubble, glass, storm water
 - viii. Colour coding
 - ix. Demarcations
 - x. Pollution
 - xi. Waste disposal
 - xii. Ablution and hygiene facilities
 - xiii. First aid

This list must not be taken to be exclusive or exhaustive!

- c. In promotion of environmental control all waste, rubble, scrap etc, will be disposed of at a registered dump site and records will be maintained. Where it is found to be impractical to use a registered dump site or it is not available, the Principal Contractor will ensure that the matter is brought to record with CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), after which suitable, acceptable alternatives will be sought and applied.
- d. Dross and refuse from metals, and waste matters or by-products whose nature is such that they are poisonous or capable of fermentation, putrefaction or constituting a nuisance shall be treated or disposed of by methods approved of by an inspector.
- e. The Principal Contractor will not require or permit any person to work at night or after hours unless there is adequate, suitable artificial lighting including support services in respect of OHS.

20. LOCKOUT SYSTEMS – ELECTRICAL

- a. A system of control shall be established in order that no unauthorized person can energize a circuit, open a valve, or activate a machine on which people are working or doing maintenance, even if equipment, plant, or machinery is out of commission for any period, thus eliminating injuries and damage to people and equipment as far as is reasonably practicable.
- b. Physical/mechanical lock-out systems shall be part of the safety system and included in training. Lockouts shall be tagged, and the system tested before commencing with any work or repairs.

21. OCCUPATIONAL HEALTH

- a. Exposure of workers to occupational health hazards and risks are very common in any work environment, especially in construction. Occupational health hazards and risks exposure is a major problem and the Principal Contractor [and/or its contractors] is to ensure that proper health and hygiene measures are put in place to prevent exposure to these hazards and risks.
- b. The occupational hazards and risks may enter the body in three ways:
 - i. Inhalation through breathing e.g., cement dust;
 - ii. Ingestion through swallowing maybe through food intake;
 - iii. Absorption through the skin (pores) e.g. painting or use of thinners.
- c. The Principal Contractor [and/or its contractors] is to ensure that where employees are exposed to airborne contaminants, pre-employment medicals should be conducted to ensure fitness to work under such conditions. Tests conducted should include full lung function (Refer to Hazardous Chemical Substances Regulations for more detail).

- d. The Principal Contractor [and/or its contractors] will be responsible for the full cost of medical surveillance that their staff may require; the contractor is therefore required to ensure that all his personnel are medically fit prior to being allowed onto the work site (Refer to Hazardous Chemical Substances Regulations for more detail).
- e. All persons working on the project are to undergo a pre-medical and exit medical. Sufficient time needs to be allocated for these medicals to be done prior to work commencing on site.
- f. Any person normally working on the site and subsequently away from site for more than one month shall be required to undergo another medical upon return.
- g. The Principal Contractor [and/or its contractors] should ensure that Occupational Hygiene surveys are conducted as per the Occupational Health and Safety Act and Regulations to ensure employees are not exposed to hazards. Risk Assessments should identify areas where surveys are to be conducted.

22. GENERAL (important notes for the specific site and working environment)

- a. As the site has employees on the premises, it is important to liaise with the employees at all times, to ensure that all areas of work are safely cordoned off with signage displayed, indicating no entry and other relevant warning signs, when barricading is done PC needs to identify if the barricading is sufficient, if not and if public can easily access high risk areas, interlockable fencing is to be erected.
- b. Continual communication with employees to be in place to discuss schedules compared to construction schedules, ensure that asbestos removal and work is not conducted when employees are occupying the work area.
- c. Construction work schedule needs to accommodate the site movement, activities ect.
- d. The project under control of the Principal Contractor shall be subject to periodic health and safety audits that will be conducted by CSM Engineers, at intervals agreed upon between the Principal Contractor and CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), provided such intervals will not exceed a period of one month. The Principal Contractor is to ensure that they and all persons under their control on the construction site shall adhere to the above specifications, as non- conformance will lead to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), acting as directed by Construction Regulation 4(1)(e). The Principal Contractor should note that they will be held liable for any anomalies including costs and resulting deficiencies due to delays caused by non-conformance and/or non- compliance to this Health and Safety Specification and the Plans based on this Health and Safety Specification.
- e. Should there be any contradiction between this document and the Act, the Act must and always will take preference.

Principal Contractor to forward Project Specific Health and Safety Plan for approval prior to commencing work.

Principal Contractors Vetting This document outlines the submission requirements and other obligations that all contractors working on CSM Engineers sites must comply with to meet legal compliance. Omissions from this document do not relieve the contractor from any of these or other legal obligations.

The contractor should ensure that the following applicable documentation is submitted and accepted by CSM Engineers before commencement of work:

All items are to be completed.

No.	Required Documents	Yes	No	N/A
1	Signed OHS mandatory agreement and appointment of Contractor			
2	Valid letter of good standing			
3	Valid Professional Indemnity Insurance			
4	Did the Contractor receive a copy of the Client health and safety specification?			
5	Site specific health and safety plan			
6	Site specific health and safety file			
7	Signed legal appointments (with relevant proof of competencies)			
8	Risk assessments pertaining to Contractor's scope of works (Rated & Signed off)			
9	Did the Contractor receive a copy of the Safety Plan Assessment Criteria			
10	Fall Protection Plan pertaining to Contractor's scope of works			
11	Valid medical certificate of fitness and competency certificates for operators			
12	Valid medical certificate of fitness for working at heights			
13	Letter of approval and or preferred service provider issued?			

WRITTEN AGREEMENT FOR PRINCIPAL CONTRACTORS

THIS IS IN TERMS OF SECTION 37(2) OF THE

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 83 OF 1993

BETWEEN:

CSM Engineers

AND

(Mandatory)

WRITTEN AGREEMENT

This is a written agreement between the (employer):

Name of EMPLOYER: CSM Engineers

and the (Mandatory):

Name of the Principal Contractor: _____

in terms Section 37(2) of the Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended.

I, ______(responsible person) representing ______(name of contractor) do hereby acknowledge that is an employer in its own right with duties as prescribed in the Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended and agree to ensure that all work that will be performed, any article or substance that will be produced, processed, used, handled, stored or transported and plant and machinery that will be used, will be done in accordance with the provisions of the said Act.

I furthermore agree to comply with the Health and Safety requirements of CSM Engineers as contained in the documents attached hereto and to liaise with the employer should I, for whatever reason, be unable to perform in terms of this Agreement.

Signed on this _____day of _____

at _____

On behalf of the MANDATORY, _____

Signature: _____

On behalf of the EMPLOYER, CSM Engineers

Signature: _____ (Client)

APPOINTMENT LETTER PRINCIPAL CONTRACTOR

OCCUPATIONAL HEALTH AND SAFETY ACT 85/1993 CONSTRUCTION REGULATIONS 2014

Dear

Company:

Appointment In Terms of Construction Regulation 5

In accordance with the authority delegated to me I hereby appoint you in terms of CONSTRUCTION REGULATION 5(1)(K) of the Occupational Health and Safety Act, Act 85 of 1993 as a PRINCIPAL CONTRACTOR for the site at Stellcare.

In this capacity you must ensure that the stipulations in terms of the Occupational Health and Safety Act, Act 85 of 1993 and specifically the CONSTRUCTION REGULATIONS 2014 will be always complied with within your area of jurisdiction by:

This includes, but is not limited to, the following duties:

- 1. Notify the Department of Labour as prescribed by the Regulations, if the project falls within the categories for which notification is required.
- 2. Prepare and provide a suitable and sufficiently documented health and safety plan, based on the specifications provided to you, and which must be applied from the date of commencement of and for the duration of the construction work.
- 3. Take reasonable steps to ensure co-operation between all contractors to enable all contractors to comply with the regulations.
- 4. Provide contractors who are making a bid with the health and safety specifications provided by us.
- 5. Appoint a contractor in writing for the part of the project on a construction site. You may only appoint contractors who have the necessary competencies and resources to perform the work safely.
- 6. Reasonably ensure that each contractor's health and safety plan is implemented and maintained. This must include periodic audits as agreed upon with the contractor, but at least every month.
- 7. Stop any contractor from executing construction work that is not in accordance with your or the contractor's health and safety plan or that poses a threat to health and safety.
- 8. Provide every contractor with sufficient health and safety information and resources, if changes are brought about to the design and/or construction, in order to enable the contractor to execute work safely.
- 9. Ensure that each contractor is registered and in good standing with the compensation fund or licensed compensation insurer.
- 10. Ensure that contractors submitting tenders have made provision for the cost of health and safety measures during construction work.
- 11. Discuss and negotiate with the contractor the contents of the health and safety plan and approve the plan of the contractor.
- 12. Ensure that all contractors are informed regarding any hazards as stipulated in the risk assessment before work commences and thereafter at such frequencies as determined by the risk assessment.
- 13. Ensure that copies of your health and safety plan and those of contractors are available on site.
- 14. Hand over a consolidated health and safety file to us upon completion of the construction work. Included in the file must be a record of all drawings, designs, materials used and other similar information concerning the completion of the structure.

- 15. Have available a comprehensive and updated list of all the contractors on site and accountable to you, the agreements between the parties, including the type of work being done by the specific contractor.
- 16. Ensure that all our employees have a valid medical certificate of fitness specific to the construction work to be performed as issued by an occupational health practitioner in the form of Annexure 3.

You must give all the support and aid to your subordinates to ensure that stipulations of the aforementioned act and regulation are complied with. Any deviations of the act to which you cannot comply with must immediately be reported to your chief executive officer and / or the site agent.

This appointment in terms of the Occupational Health and Safety Act, Act 85 of 1993 shall not influence your official designation within the scope of your current employment.

This appointment will be valid from the date of my signature and will remain in force for the duration of the project, or until it is revoked in writing or until your services with the company are terminated for whatever reason.

Print Client CEO Name

Sign Client CEO

Through signing the appointment letter, the signatory acknowledges understanding of, and consents to, the duties imposed by this appointment.

Print Principal Contractor CEO Name

Sign Principal Contractor CEO

Date

Principal Contractor

Client

Date

ANNEXURE 2 Notification of Construction Work

OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 Regulation 4 of the Construction Regulations, 2014

		SITE: Stellcare
1.	Prir	ncipal Contractor:
	a.	Compensation registration number:
	b.	Postal address:
	f.	Contact person:
	g.	Contact phone number:
2.	Clie	ent:
	a.	Postal address:
	b.	Contact person:
	c.	Contact phone number:
3.	Cor	nstruction Manager appointed in terms of regulation 8(1):
	a.	Name:
	b.	Contact phone number:
Exact	physi	cal address of the construction site or site office:
4.		
5.	Nat	cure of the construction work:
6.	Exp	pected commencement date:
7.	Exp	pected completion date:
8.	Est	imated maximum number of persons on the construction site:
	Tot	al:
	Ma	le:
	Fer	nale:

9.	Planned number	of contractors	on the construction	site accountable to	principal contractor:
•••					p

10.	Name(s)) of contractors already chosen.	
	a.		
	b.		
	с.		
	d.		
	e.		
	f.		
	g.		
	h.		
	i		
	j.		
		Principal Contractor	DATE
		Client/Clients Agent	DATE

- THIS DOCUMENT IS TO BE FORWARDED TO THE OFFICE OF THE DEPARTMENT OF LABOUR PRIOR TO COMMENCEMENT OF WORK ON SITE.
- ALL PRINCIPAL CONTRACTORS THAT QUALIFY TO NOTIFY MUST DO SO EVEN IF ANOTHER PRINCIPAL CONTRACTOR ON THE SAME SITE HAD DONE SO PRIOR TO THE COMMENCEMENT OF WORK.



BASELINE RISK ASSESSMENTS

PARTIAL CARE (ECD PROJECT) - STELLCARE - ERF 26, KAYAMANDI

SCOPE:

- Demolish and rebuild cracked gable wall
- Repair broken and install new concrete aprons around building 1
- Install stormwater controls around building 1
- New manhole covers and valve cover to be installed
- Repair Sewer benching
- Clean Sewer
- Repair playground edge restraints
- Repair internal drainage in Building 2
- Burglar bar fixing rods to be cut flush with wall removing all sharp edges
- Encapsulate asbestos roof
- Electrical installation
- Escape door
- Escape and protection signage
- Hose Reel
- Door swing

Irrespective of the risk presented on site, it will be ensured that sufficient supervision is in place on site, that personnel are trained in accordance with legislation, including the requirement for site specific inductions on site to inform personnel on site of the risks and hazards applicable to the site. Site supervision is responsible for ensuring that the control measures required below are implemented on site.

This Hazard & Risk Assessment report is intended as a guide, which the company uses for the purposes of attempting to reduce the possibility of accidents or ill health occurring.

Considering the constraints of time and resources, every effort has been made to identify the existing hazards and recommend possible solutions. It is not reasonably practicable to expect a single audit to state all hazards or that all other hazards are under control at the time of the audit. This Hazard & Risk Assessment is to be advisory, and the final decisions must be made by the company management. The Risk Assessment should be reviewed on a regular basis as the contract progresses. Any change in the risk factor will have a separate risk assessment conducted.

The Qualitative Risk Assessment is based on the combination of the SEVERITY and LIKELIHOOD associated with each hazard.



HAZARD: Is taken to mean "anything that can cause harm".

RISK: Is "the chance, great or small, that someone will be harmed by the hazard".

CONTROL MEASURES: Control measures stated on the attached sheets are intended to reduce the assessed risk to an acceptable level. Where it is felt that the existing controls are not adequate, additional measures are recommended to rectify this. The Hazard / Risk Assessment will be reviewed at least every year.

GRADE OF RISK		CHARACTERISTICS
High Risk	``H ″	Possibility of a single fatality or serious injury or of minor injury to several people. Possibility of significant material loss.
Medium Risk	``M″	Possibility of minor injury to a small number of people. Risk of some material loss. The possibility of fatality or serious injury or significant material loss is unlikely although conceivable.
Low Risk	``L ″	The possibility of injury or material loss is unlikely, although conceivable.

The Risk Factor is then graded as follows: -

HAZARD	RISK	CONTROL MEASURES	RISK RATING (HIGH, MEDIUM, LOW)
Ablutions Delivering of Chemical Toilets	Cuts, bumps, and bruises Roof collapsing onto the equipment Leaking of the sanitary bowl Accidental human contact with the chemicals and human waste	Employees trained in the correct use of the PPE and in the correct lifting procedure Employees to do risk-assessment before entering the area, and to do mine induction Use only competent people that's been trained on handling hazardous waste Use trained and competent people that know dangerous chemicals and the MSDS's will be available in case of human contact with chemicals, and all emergency numbers to be on hand.	Low
Adjacent Land Use	Increased foot traffic across or next to site Children playing on site	 Proper segregation of construction works from other land users Signage indicating dangers of entering site 	Med
Ancillary Lifting Equipment	Increased foot traffic across or next to site Children playing on site	 Training certificates of equipment operators Appointment: person responsible for inspection of lifting equipment Guidelines for rope inspections Guidelines for hook inspections Inspection control for lifting equipment Annual test certificate of all lifting equipment by authorised inspection authority Competency certificates (including medicals) to be obtained for crane operators and riggers (banksmen) Load test certificates to be available for all rigging equipment Keep records of full particulars of performance tests conducted on site 	Med



			Safety Your safety
		 No person must be allowed under suspended loads. Care should be taken in high wind conditions 	
Asbestos Cement Sheet Removal	Personnel falling from height Debris falling from height Falling equipment or tools Release of asbestos fibres	 Notice to be erected informing personnel of fragile roofs, as applicable Ensure safe access and egress is provided Erect physical barriers to prevent entry by unauthorised persons and falls from height, as applicable Roof sheets to be sprayed with water to prevent fibre release, where feasible Take extreme care to remove sheets whole. Where breakage occurs damp down exposed area to contain fibre release Personnel involved to wear asbestos respiratory protection Exclusion zone may be required under area of sheet removal to prevent injury from falls of material from height Documentation to be drafted by or approved by an Approved Asbestos Inspection Authority Only Registered asbestos contractors to be used to deal with asbestos 	High
Asbestos Removal (other than Asbestos Cement)	Lung diseases Environmental impacts	 Ensure safe access and egress is provided Erect physical barriers to prevent entry by unauthorised persons and falls from height, as applicable Material to be sprayed with water to prevent fibre release, where feasible Take extreme care to remove material whole. Where breakage occurs damp down exposed area to contain fibre release Personnel involved to wear asbestos respiratory protection Exclusion zone may be required Only Registered asbestos contractors to be used to deal with asbestos 	High
Asphalting	Fire Burns to skin Skin disease	 Suitable fire extinguisher to be in place prior to commencement of works Ensure competent personnel using materials and competent and trained machinery/equipment operators Ensure there is always a safe place of work Ensure all personnel wear suitable and sufficient personal protective equipment (PPE) Health and safety data sheet required 	Med
Backfilling	Struck by machine Material falling from the truck Speed limits Overloading the trucks Dust	 All persons must wear the correct PPE on site Stand clear from the machine and adhere to the instructions from the spotter All persons on site must wear hard hats, dust masks. They must stand clear from any truck being loaded or with full load All truck operators must always adhere to the speed limit of the site No truck may be overloaded. The maximum capacity of the truck must be known and communicated to all persons involved in the operation Trucks may not be overload at any time 	Med
Bulk Mixing Plants	Injury to employees Damage to property Unexpected disruption in work Cement dust	 Train operator on safe working procedures Use only competent operators Use/wear proper PPE 	Med
Battery Storage & Charging	Unexpected disruption in work Employees and operator may be injured Possible explosion, fire, or damage to property Fire or explosion	 Use demarcated areas for charging Use a well-ventilated area for charging Wear proper PPE when opening battery cells or topping up cells Use legal connections to charge batteries, do not make use of low current leads Make sure a fire extinguisher is located within reach from charging area 	Med
Bricklaying	Caustic contamination with mortar Contact with sharp bladed tools	 Use only trained personnel Safe means of access to be provided Safe/Suitable working platform required where working at height PPE for mortar to include gloves where practicable and goggles/ masks where there is a risk of contamination 	Med
Boundary and access control/public liability exposure	Members of public entering site Members of public getting injured Civil claims against principal contractor	 The construction site must be suitably and sufficiently fenced off Provide a controlled access point to prevent the unauthorised entry of persons 	Med
Brick / Tile Cutting Machine	Injury from contact with blade Unsafe machinery	 Use only trained employees to operate machinery Have all machinery fitted with emergency stop buttons Provide and ensure usage of proper PPE 	Med



			Safety Your safety is
	Lack of knowledge on safe work procedure	Inspect machinery regularly Keep records of inspections on machinery	
Brush cutting	Injury from contact with blade/nylon Fire (where petrol used) Electrocution (where electrical tool used)	 Person using brush cutter must be trained and competent Use personal protective equipment (PPE) such as goggles, safety boots, ear protection, gloves, hard hat Brush cutter must be in good condition and maintained Adequate supervision on site always No smoking when refuelling, fire extinguisher to be on hand (where petrol used as fuel source) 	Med
Builder's Hoist	Passengers sitting on lift Collapse of structure Gates not working Counterweight not guided Over-travel device not fitted and/or not working	 No notices prohibiting conveyance of passengers, fitted Structure not securely braced Fences not in position Gates not in good condition Conveyance guides not secure Counterweight not guided No emergency switch on floor Cable/Anchorage in poor condition Check for minimum of three turns on drum at all positions of conveyance Condition of drum, sheaves, and pulleys not acceptable Brake in-effective with power off Operating lever not made safe from accidental move Winch condition poor – not anchored and/or guarded Stop cleats for wheelbarrows not fitted Platform, floor in poor condition 	High
Chainsaw Use	Falling tree or branches causing injury to persons Incorrect use of chainsaw causing injury	 Person using chainsaw must be trained and competent Use personal protective equipment (PPE) such as goggles, safety boots, ear protection, gloves, hard hat, chainsaw trousers and jacket Chainsaw must be in good condition including guards Clear area below area of chainsaw uses and where tree felling When using chainsaw at height practice safety procedures 	Med
Clearing & Grubbing of the Area/Site	Unidentified underground civil services Using mobile plant to move material Damage to existing structures	 Ensure that all underground services have been identified before any clearing starts Ensure that all mobile plant have been checked using the daily check sheet. Ensure that the operator is competent and have a valid medical certificate of fitness Ensure that clear orders are issued to the operators which will not affect the safety or health of any employee on site Ensure that the operator understands his responsibility and liability on the site Ensure that all the areas have been identified and explained to all site personnel where there would be a possibility of property damage. These areas must be clearly identified prior to any work on site Work strictly according to the plans provided by the client when searching for current and existing services Stop work when the current or existing service has not been found within a radius of one meter and consult the client's representatives before commencing Preliminary safety talks will be noted, and the potential hazards explained to all employees prior to works Digging will commence with hand tools at all times when looking for existing services 	Med
Compacting and Filling	Contact with tipping materials Contact with moving plant Vehicles/personnel falling into excavations Contact with underground services Hearing Loss	 Trained banksmen to control vehicles movement Only trained personnel use plant Personal Protective Equipment to be worn Personnel to stand clear as materials are being tipped Use stop blocks and signs to warn vehicles of excavations, where applicable Stand clear of plant whilst materials are being compacted Establish position of underground services and protect services from damage 	High
Compactor Operations	Crushing of feet	 Only trained and competent personnel to use the machine Always ensure operative wears steel toe cap shoes or boots 	High
Compressors and other pneumatic equipment	Unsafe machinery Lack of knowledge on safe work procedure Possible explosion, damage to property and injury to employees Obstruction of access route Fire or explosion Unexpected disruption in work	 A mobile air compressor may only be used if fitted with a valid inspection disk Proper maintenance and inspections to be carried out as per OHS Act Suppliers to give site agent inspection certificate A trained, competent person may only operate the compressor Operator must be trained inducted on the safe working procedures for such machine 	High



			Safety Your safety is our
	Air entering bloodstream may be fatal	 Supervisor to ensure only trained persons operates the machine Visual check must be carried out to ensure machine is safe to use Check exhaust system is sound, there are no leaks in the fuel system; water, oil and fuel levels are satisfactory, and all guards are in place Supervisor to ensure this check is done prior to use of machine Safety chains must be fitted across all connections with proper clamps to prevent "whipping" effect or hose should the connection fail Air compressor must be positioned as close as possible to area of use Ensure that access roads and employees' access to site is unobstructed when placing hoses and compressors Supervisor to ensure compliance The compressor must be switched off when replenishing fuel Keep effective communication between operator and employees Do not discharge air against the body with air hose Do not allow horseplay with compressed air Alter use, the compressor must be moved in a place where it will not be an obstruction to employees on site Always keep the machine and hoses clean and in good condition 	
Concrete Mixer	Exposure to Cement Dust Exposure to Noise Exposure to Vibrations Moving machinery Cement Dust in eyes, lungs and injury to hands and arms Machine not inspected Injury to persons and damage to property & plant Loss of material due to mixes not being to specifications Loss in production Dermatitis Lung diseases	 Ensure correct inspections and cleaning of machine parts The correct personal protective equipment to be worn at all time Employee to be inducted in the use of equipment Supervisor to monitor the correct use of PPE Daily checklist for plant to be used to check condition of plant Maintaining proper housekeeping Employee to be trained to do the checks and note his findings on the check sheets Supervisor to monitor inspection procedure with mixer operator on an ongoing basis workplace Daily Inspection of plant / equipment to be done and findings reported Supervisor to check inspection reports 	Med
Concrete Pumping	Sprains and strains Hit by pump Concrete burns Collapse/bursting of structure	 Personnel to be in unobstructed vision of pump operator Trained pump operator Personnel working with the concrete to wear the appropriate personal protective equipment to protect against cement burns Design of structure being loaded to be approved by competent designer and inspected before, during and after loading Pump to be well maintained 	Med
Confined Spaces	Suffocation Fumes	 Fund to be well international Ensure that confined space is sufficiently ventilated Wear personal protective equipment such as proper masks if air supply insufficient or not of sufficient quality Test oxygen levels in confined space to ensure that is safe for entry Ensure that emergency procedures are in place 	High
Contaminated Land (Working in)	Inhalation of toxic vapours Contact with toxic solids	 Ensure that entergency procedures are in proce Wear personal protective equipment such as proper masks if air supply insufficient or not of sufficient quality Test oxygen levels to ensure that it is safe for entry Ensure that emergency procedures in place Only use trained and competent employees Specific advice to be sought from safety advisor 	High
Contact Crime	Workers are robbed, while at work of personal items Workers are injured Workers are killed during robbery	 Hoarding, signage & access control for demolition area Trained first aiders on site Induction training to be conducted High Crime areas will force the use of security guards Worksite emergency response plan 	Med
Cranes, Tower-, Mobile- and Gantry Erection, Dismantling and Use	Collapse of structure Overturning of structure Falling materials	 Ensure emergency procedures are in place and all operatives are aware of the details Only use trained and competent operators for the erection and dismantling and use of cranes Ensure crane drivers are trained and hold certification as proof. Must have a valid medical certificate of fitness. Ensure there is always safe means of access available Ensure the mobile crane driver has 360° vision if not ensure fully trained banksmen are used Banksmen to wear reflector vest to identify himself to the crane driver 	High



			Safety Your safety is
		 Ensure all personnel wear suitable and sufficient personal protective equipment Consider creating exclusion areas 	
Cutting Off Disc	Noise Cuts from machine Fire (particularly at refuelling) Flying debris Blade shattering Contamination by fume created or exhaust fume	 Use competent personnel. Hot works control- fire extinguisher, fire watchman. (Permit may be required) PPE to include gloves, eye protection, hearing protection Solid working position Clear working area Correct grade of blade must be used Good ventilation to be provided (forced if necessary) Changing of wheels to be by competent persons only Cut off discs must not be used for grinding (grinding disc thicker) Bystanders to wear hearing protection, as applicable 	Med
Dealing with existing structures	Falling materials Premature collapse of structure Falling structures Working at heights	 Ensure there is a current method statement in place Ensure all emergency procedures are in place and all details are displayed Personnel must be competent Always ensure there is a safe means of access and egress All personnel must wear suitable and sufficient Personal Protective Equipment, including head, eye, and skin protection All employees must adhere to the fall protection plan and risk assessments for that plan 	High
Demolition Work	Falling materials Premature collapse of structure Falling structures Working at heights Rigging steel structure Welding and cutting Removing concrete slabs Removing of redundant material from site	 Ensure there is a current method statement in place Ensure all emergency procedures are in place and all details are displayed Ensure that structural demolition has been approved by the designer and site management Personnel must be competent Always ensure there is a safe means of access and egress All personnel must wear suitable and sufficient Personal Protective Equipment, including head, eye and skin protection Careful planning must be used to remove the existing structure. All employees working in the vicinity of this structure must wear the required PPE. All persons working at heights must wear fall arrest equipment. A spotter must be used to warn persons when rigging will be taking place. All persons must then stand clear of the area All employees must adhere to the fall protection plan and risk assessments for that plan All welding equipment must be checked every day before use. The required PPE must be worn. Persons working in the vicinity must be warned to stay clear of the area A spotter must be used when material is removed from site. All operators must be competent and have the 	High
Drainage - Protection against flooding	Collapse of trench walls/trapping Falling into excavation Collapse of adjacent structures Loss of life Drowning Not conforming to the Construction regulations	 required medical certificate of fitness Do not work in excavations while it is raining If more than two meters deep, excavations must be shored Deeper excavations, two meters and more, must be provided with safe access Record excavation inspections by competent person on daily basis Provide suitable means of access/egress in case of emergency Appoint a competent person who is familiar with the Construction Regulations to supervise the excavation site and ensure the Health & Safety of persons on site Ensure the competent person carries out an inspection of the excavation site and is satisfied that the site is safe to continue and records the results prior to allowing access to any person on site Excavations must be barricaded at all times 	High
Electricity	Shock Burns Fire Death Damage	 Excludions must be barricaded at all times All electrical wires must be sealed All electrical connections must be correct and properly sealed Do not touch electrical wires Wear the correct personal protective equipment, even if switched off, when working with electricity Keep water away from electrical wires Switch off electricity when working with electricity or near electricity especially if water is used Prevent tools and other equipment from touching electrical wires Use insulated tools and equipment 	High

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			Safety Your safety is our
		 Electrician to certify that electricity is switched off Lock out/Tag out system to be used to prevent accidental activation of electricity All electricity must be switched off when working near electricity with water 	
Electric Tools and Electrical Installations	Electric shock Fire and burns Electrocution Electric shock, shorting sparks Property damage Damage to test equipment Trips and fall Bruises and cuts Finger and hand injury	 Electric tools and installations to be in good condition Inspect electric tools before use Do not use electric tools in wet/damp conditions Use personal protective equipment such as insulated gloves Electrical installations register to be maintained, inspected by competent person Put on all necessary PPE No unauthorised work Get lock out permit Report to site office Switch off appropriate circuit breaker DB Use a lock out board - place key in pocket Ensure good housekeeping is maintained 	Med
Electrical Installations Inspection of	Electric shock Fire and burns Electrocution Electric shock, shorting sparks Property damage Damage to test equipment Trips and fall Bruises and cuts Finger and hand injury	 Electric tools and installations to be in good condition Inspect electric tools before use Do not use electric tools in wet/damp conditions Use personal protective equipment such as insulated gloves Electrical installations register to be maintained, inspected by competent person Put on all necessary PPE No unauthorised work Get lock out permit Report to site office Switch off appropriate circuit breaker DB Use a lock out board - place key in pocket Ensure good housekeeping is maintained 	Med
Excavations (As defined in section 1 of Construction Regulations 2014)	Toxic fumes Collapse of trench walls/trapping Falling into excavation Collapse of adjacent structures Suffocation, loss of life, struck by, lacerations and drowning Dust Not conforming to the Construction regulations Using non - SANS Materials	 Survey to be done to determine soil conditions and location of underground services Excavations should be sloped to prevent collapse. If more than two meters deep, excavations must be shored Deeper excavations, two meters and more, must be provided with safe access Deep excavations / monitor air for toxic fumes Prevent collapse by battering back sides to a safe angle or install temporary support Protect vehicles from falling into excavations - provide barriers, signage, etc as necessary Beware of undermining of other structures (e.g.: buildings, scaffolds) Record excavation inspections by competent person on daily basis Provide suitable means of access/egress in case of emergency Excavations formed by explosives must be accompanied by method statement approved by Client Appoint a competent person who is familiar with the Construction Regulations to supervise the excavation site and ensure the Health & Safety of persons on site Ensure adequate battering of side slopes or that bracing and shoring is of such construction to render it strong enough to support the sides of the excavation of the excavation site allowing any person access out an inspection of the excavation site and records the results prior to allowing access to any person on site Ensure that no load, plant, material, or equipment is placed near the edge of the excavation where it is likely to cause collapse Record the full details and results of those inspections in a register which is to be kept on site The competent person is to inspect the excavation site: Daily, Prior to each shift After an unexpected fall of ground After rain Safety shoes, visible vests, dust masks, hard hats, and gloves to be used Where any uncertainty pertaining to the stability of the soil sole in a professional technologist competent in excavations 	High



		shall be decisive and such a decision shall be noted in writing and signed by both the excavation supervisor and the professional engineer or technologist, as the case may be	
Exposure to Dust	Breathing in dust can cause long term health problems	 Wear respiratory protection Dampen down and minimise dust where possible Make use of environmentally friendly methods to minimize dust kick-up, use bale straw and spread over area to prevent wind kick-up 	Low
Exposure to Noise	Noise can damage permanently hearing	 Wear hearing protection Have machinery tested to establish the exposure to noise levels so that proper protection can be issued Induct employees on hearing loss before they are exposed to high levels of noise 	Med
Exposure to Vibration	Injury to employees	 Proper PPE must be worn Employees exposed to vibration must receive induction on using their PPE 	Med
Fire	Injuries to workers, pedestrians, residents, road users, damage to property through fire	 No littering on site which could become fire hazard, maintain site in clean condition No fires to be lit on site. Always have a working fire extinguisher at hand No smoking or naked flame near flammable substances or in unauthorised areas Ensure proper storage/use of Petrol/diesel/flammable substances – post warning notices 	Med
Temporary Works	Collapse of Temporary Works	 Wear personal protective equipment such as gloves and goggles Formwork/support work must be built by trained person and be inspected by competent person and results entered into register on site 	High
Fragile Materials	Persons or items falling through fragile materials	 All fragile materials to be identified and protected prior to work commencing. Protection to include either covering the fragile materials or excluding activity. Any coverings to be secured in place The location of the fragile materials to be indicated by signage 	High
Ground/soil conditions	Collapse of trench walls/trapping Falling into excavation Collapse of adjacent structures Suffocation, loss of life, struck by, lacerations and drowning	 Survey to be done to determine soil conditions and location of underground services Beware of undermining of other structures (e.g.: buildings, scaffolds) Safety shoes, visible vests, dust masks, hard hats and gloves to be used Where any uncertainty pertaining to the stability of the soil still exists, the decision from a professional engineer or a professional technologist competent in excavations shall be decisive and such a decision shall be noted in writing and signed by both the excavation supervisor and the professional engineer or technologist, as the case may be 	High
Hand tools	Injuries caused by use of hand tool Impact with the tool Falls due to access problems Contamination with substance being worked	 Ensure: Tool is correct for job Tool is in good order and suitably sharp Personnel must be competent/instructed in tool usage and tool safely Lighting is sufficient Access is safe, working platform is secure, leading edge is guarded Operative is wearing all necessary PPE 	Med
Hazardous Substances, Use and Storage	Injuries to workers through use of hazardous substances, e.g.: injuries to eyes, skin, etc	 Use substances in accordance with data sheet, particularly reference protective clothing required (example: gloves, goggles, etc) Know what First Aid measures are Have employees' facilities available for washing of hands, etc 	Med
Health Risk from the Environment	Snake bite Bee Stings Dog Bites	 Qualified first aider required for site who can treat snakebite Snake bite kit to be on hand Check area before working Find out nearest hospital and get emergency telephone numbers 	Low
Hot Works	Burns to eyes or other parts of the body	 Personal Protective Equipment to include eye, skin, and hearing protection Respirator is required when cutting galvanized steel or anywhere else toxic fumes and gases arise. Dust can also be a problem and forced ventilation may be required 	Med



			Safety Your safety is o
Housekeeping on construction sites Welding & Flame Cutting Equipment Inspection & Use	Trips and falls Dust Uncontrolled areas New areas Untrained persons Damage to property Injury to employees Unsafe equipment Electrocution Fire Incorrect connection to welding machine Poor welding operation Burns, injury to employees Equipment unearthed - electrical shock Exposure of others in work area to sparks Exposure of poisonous gases Arc' eyes injury	 Ensure the area below where any elevated work is being performed is free of any rubble, spikes, tools, or equipment Ensure that all areas have been checked by competent persons daily Ensure that all site agents have certified their work area as safe by the end of each shift Only trained employees may operate the machine Train employees and keep copy of training certificate Keep a copy of certificate Keep register up to date and inspect equipment monthly Operator must be always in visual contact with the welding equipment Ensure the welding machine is positioned away from the access route and is always visible to the operator. Only approved welding cables may be used. Operator and supervisor must ensure only approved connections are used. Clamp ground or earth cable into position Use correct clamps; Connect only by means of approved clamps Do not weld ground or earth cable into position Secure work area and good ventilation Always clamp the earth cable into position Use a screen, or work in an area away from other 	High
Ladder Use	Falling from height Slipping Tripping Injury to employees Loss of production Injuries to personnel, passers-by	 employees Work in an area with good ventilation All ladders to be numbered (inspections record must be maintained) Only trained personnel to use equipment Three contact point system to be used Ladders must be suitably angled (1 unit out for every 4 units up) and suitably secured (preferably tied off at the top using both stiles to prevent both sideways slip and rotation). Ensure if ladders are being used for access, they are either footed or tied. Also, the ladder must be set at the correct level of 1 in 4 or approximately 75° Ladders must extend sufficiently beyond working platforms to allow for safe access/egress. Ladders must not be painted (this hides defects), should be stored correctly, and be subject to regular inspection. Always stand ladders on a firm base. Never use milk crates, oil drums, etc., to gain extra height, and if the ground is soft use suitable support. Never use rungs as a support for planks, or rest rungs on planks. Remove excessive mud, grease, etc., from footwear prior to climbing/descending a ladder. Always use both hands to climb/descend and face the ladder. Do not carry loads up ladders - use hoists or alternatives. Never overreach from ladders - get down and move them. Avoid using metal ladders against metal surfaces - the reduced friction makes them more liable to slipping. 	Med
Lifting & lowering Operations	Falling material Crushing by materials Hand injuries to the slingers Toppling crane	 Check test certificate Check examination certificate Check inspection have been carried out Check certificates for lifting equipment (chains, slings, shackles, etc) (every 6 months) Ensure lifting gear is rated to carry load (SWL) Ensure materials being lifted are properly packaged and slung Be aware that there should be a minimum clearance of 600mm between any slewing parts of a crane and any fixed installation to prevent being trapped Access to the work area during lifting operations is to be restricted to those involved with and trained in the work in hand. Do not allow members of the public to gain access to the area Only trained banksmen to be used The crane driver and the banksmen are to ensure that the signals given are clearly understood Inspection records to be kept for a period of 10 years. 	High
Loading and offloading of trucks & other materials	Injury to hands, legs and feet Possible fatal injury Material falling off truck	 All employees to be inducted regarding the use of PPE and its maintenance Supervisor to plan procedures Good housekeeping practices should be implemented 	MEd



			Safety Your safety is o
	Damage to vehicle or third-party vehicles Back injury Dropping load onto fingers, legs or feet	Truck driver to be responsible for his load	
Location of existing services Lock-out Procedure	Unidentified underground civil services Using mobile plant to move material Damage to existing structures	 Ensure that all underground services have been identified before any excavation starts Ensure that all mobile plant have been checked using the daily check sheet. Ensure that the operator is competent and have a valid medical certificate of fitness Ensure that clear orders are issued to the operators which will not affect the safety or health of any employee on site. Ensure that the operator understands his responsibility and liability on the site Ensure that all the areas have been identified and explained to all site personnel where there would be a possibility of property damage. These areas must be clearly identified prior to any work on site Work strictly according to the plans provided by the client when searching for current and existing services Stop work when the current or existing service has not been found within a radius of 1 meter and consult the clients' representatives before commencing Preliminary safety talks will be noted, and the potential hazards explained to all employees prior to works Digging will always commence with hand tools when looking for existing services 	High
Manual and mechanical handling	Trip, fall and stumble Collapses Struck by falling load Scattered or protruding objects Cuts, bruises, and fractures Injury to employees	 Visual inspections Use and wear proper PPE Chevron safety tape to be used Materials to be stacked in demarcated areas Ropes, straps or tie downs 	Med
Manhole Rings and Pipes Storage	Rolling of rings Collapse of pipes Crushing of persons Stockpile collapse	 Manhole rings must be stored flat to prevent them being rolled Banks of pipe stockpiles are not to be broken until they are ready for use Personnel must stand to the side when breaking bands so as not to be hit by falling pipes Pipes must be wedged to prevent rolling 	High
Manual Handling of General Items	Musculoskeletal injuries if the load is too heavy or awkward Operative falling/ tripping Contamination from the substance being carried Fall of material being carried	 Personnel should be aware of safe manual handling techniques Personnel to wear Personal Protective Equipment when carrying items, e.g.: safety footwear and gloves Ensure good housekeeping against tripping/fall hazards Operative to get assistance if load too heavy- team lift if necessary Use mechanical lifting and carrying aids where possible Personnel to ensure access equipment, ladders will take weight of operative, and load being carried Personnel to ensure item being carried is properly bonded or will not be liable to break apart whilst being manually handled 	Med
Overhead Services (Working near)	Contact with live services causing injury to personnel Damage caused to services	 Maintain safe clearance levels Establish presence of any services via proper walk-through survey of site and/or means of service drawings Wear personal protective clothing Ensure height of plant/vehicles does not compromise or exceed clearance levels for overhead services Obtain information on clearance levels from service provider 	Med
Painting	Contact with paint	 Refer to safety data sheet for usage instructions, hazards and precautions required When working at height, refer to risk assessment addressing this hazard below 	Low
Paving (Laying)	Impact injuries from tile / mallet Caustic burns Sore knees Cuts from cutter	Impervious gloves to be worn/ barrier cream to be used Kneelers or similar to be available Personal protective equipment to be worn – for example if saw used to cut pavers	Med
Plant or Vehicles Operation	Workers injured by passing traffic Road users and pedestrians at risk from operation of tractor and mower Noise	 Implement traffic protection measures Trained and competent operators must be used Check plant and vehicles on a daily basis before use and record inspections. Maintain vehicles in safe condition Medical certificates of fitness required for construction plant Crossing of road by construction vehicles or machines must be limited to the practical minimum 	High



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		 Plant and vehicles must be fitted with amber rotating beacons and reverse alarms/hooters Wear appropriate protective clothing/equipment, e.g.: goggles, gloves, ear defenders, etc as appropriate 	
Plastering	Falling materials Fall from height Contact with materials	 Ensure standard safety procedures are followed Ensure there is a safe working area Ensure safe access and egress Ensure competent personnel are used 	Med
Plumbing	Falling material Falling from height Fire Burns Exposure to lead fumes	 Ensure standard safety procedures are followed at all times Only used trained and competent personnel Ensure there is always a safe working area Ensure materials are stored neatly Ensure there is always safe access and egress Ensure all personnel wear suitable and sufficient personal protective equipment Consider a hot works permit system prior to commencing any hot works Make sure emergency procedures are in place and ensure all personnel are aware of where to go in case of a fire 	High
Protection against dehydration / heat exhaustion	Danger to employees fainting at work, possibly while at height Heatstroke	 Each employee performing manual labour in high temperatures exceeding 30 degrees must be declared medically fit before work commences and thereafter yearly by a registered medical practitioner or a registered nurse and be issued with a fitness certificate Have workers acclimatised before starting work Induct employees to take at least 600 millilitres of water every hour and on how to avoid heatstroke provide affected employees with prompt first-aid treatment in the event of heatstroke 	Low
Protection from wet & cold conditions	Various lung diseases Loss of productivity	 Provide waterproof clothing of a type that will effectively protect the wearer against harm Schedule work in such a way that it would not warrant the use of PPE (Waterproof Clothing) 	Low
Protection from overhead power lines/Services	Electrical Shock Lifting equipment touching overhead power lines	 Maintain safe clearance levels Establish presence of any services via proper walk-through survey of site and/or means of service drawings Wear personal protective clothing Ensure height of plant/vehicles does not compromise or exceed clearance levels for overhead services Obtain information on clearance levels from service provider 	Med
Portable & Bench Grinders	Slip or fall Cause an obstruction Injury to employees Electric shock, - loose blade and no guards Damage to equipment Wrong disk could result in disc fracture - high-speed flying objects Blade jamming suddenly Falling material	 Check work area Check work area Check electric's, mechanics and ensure guards are in place Use Personal protective equipment Visual and physical inspection Choose correct disc for task Masonry discs for masonry/concrete materials; Steel discs for steel Check material to be cut is secured Vice or counterweight to material; Remove nails and screws Physical check of item to be cut Do housekeeping 	Med
Portable electrical tools	Injury to employee Damage to equipment	 Check work area Clean up the area Check electric's, mechanics and ensure guards are in place Use Personal protective equipment Visual and physical inspection Choose correct tool for the job Physical check of item to be cut Do housekeeping 	Med
Roof Work	Working at height Falling from height Fractures, bruises, cuts, fatal injury Trusses could fall, injure persons below or push employee over the roof Damage to trusses, If not secured properly; trusses could fall Tools falling Poor quality of work	 Use safety belts, lifelines required Securely fasten trusses to prevent falling Use proper sling or rope Securely brace trusses - prevent falling Erect one truss at a time Tie tools (spanners) to a rope Line-up trusses Poor quality Use correct levels Position and fix purlins for sheeting Correct levels, alignment Use measuring tools Use ladders or platforms to access areas 	High

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			Safety Your safety is or
Scaffold Erection/ Dismantling	Personnel falling from a height Items of scaffold falling onto personnel Scaffold collapsing onto those below	 Ensure Scaffold is designed to take the imposed loads Scaffolding is constructed properly Scaffold is not overloaded Scaffolding is regularly trained Scaffolding is regularly checked by competent person and records of inspection are retained. Written inspections to be recorded on weekly basis Scaffolders must adhere to the safe systems of work All fall arrest equipment to be checked and certified in good working order That ALL understand the safe system of work 	High
Shuttering Walls, Beams, Columns	Falling from height Falling materials from height Cuts and abrasions from splinters and nails	 Ensure all personnel wear the appropriate Personal Protective Equipment Always ensure there is a safe working platform Use only trained and competent personnel If electrical tools are being used ensure they have been tested and safe to use Ensure timber is de-nailed after use Ensure safety standards are always followed Ensure there is always a safe means of access and egress 	High
Site Establishment	Injuries during off loading Damage to Property	 Competent personnel to be used in offloading personnel Unauthorised personnel to be kept away from area, use barriers and signage as necessary Unloading and establishment to be under control of competent supervision All equipment and tools used for unloading and site establishment to be in good condition and maintained Safe access and egress to be maintained, traffic management to be considered. All electrical equipment to be in safe condition Workers to use safe manual handling techniques when unloading/loading/lifting items 	High
Support Work	Collapse of support work	 Wear personal protective equipment such as gloves and goggles Support work must be installed by a trained person and be inspected by competent person and results entered into register on site 	High
Surrounding property exposures	Collapse of adjoining structures	 Use stop blocks and signs to warn vehicles of excavations, where applicable Use trained personnel to work next to structures Survey to be done to determine soil conditions / stability Excavations should be sloped to prevent collapse. If more than 2 meters deep, excavations must be shored Deeper excavations, two meters and more, must be provided with safe access Prevent collapse by battering back sides to a safe angle or install temporary support Beware of undermining of other structures (e.g.: buildings, scaffolds) Record excavation inspections by competent person on daily basis Appoint a competent person who is familiar with the Construction Regulations to supervise the excavation site and ensure the Health & Safety of persons on site Ensure adequate battering of side slopes, or that bracing and shoring is of such construction to render it strong enough to support the sides of the excavation site Ensure that no load, plant, material, or equipment is placed near the edge of the excavation where it is likely to cause collapse Record the full details and results of those inspections in a register which is to be kept on site The competent person is to inspect the site: Daily, Prior to each shift After an unexpected fall of ground After rain Where any uncertainty pertaining to the stability of the soil still exists, the decision from a professional engineer or a professional technologist competent in excavations shall be decisive and such a decision shall be noted in writing and signed by both the excavation supervisor and the professional engineer or technologist, as the case may be 	High
Suspended platforms	Falls from height Falling components	 may be Work is conducted under a competent supervisor and that all suspended platform erectors, operators, and inspectors are competent to carry out their work 	High



			Safety Your safety is o
	Contact injuries from falling lifting equipment Damage to property Injury to public	 the design, stability and construction thereof comply with the safety standards SANS 1808 and 1903 and a certificate of system design issued by a professional engineer, certificated engineer or a professional technologist Be in possession of an operational compliance plan developed by a competent person based on the certificate of system design as mentioned above Have performance tests conducted on the completed system with the operational loading capacity of the platform Conduct regular inspections and keep records of these users for and records of maintenance work having been carried out 	
Steel Erection	Falls from height Falling components Contact injuries from falling lifting equipment	 Adhere to all general precautions for working at height (See risk assessment below) Barrier off / exclude area below work All lifting appliances to be examined and inspected Inspection register in place and up to date All personnel to be trained and competent and wear clipped on safety harnessed when working at height Ensure that lifting equipment (slings, chains, shackles) test certificates are current and on site Competent persons only to connect loads and direct plant 	High
Steel Fixing	Back injuries caused by manual handling Eye injuries from tie wire Trips / falls Falling from height	 PPE must include safety boots and goggles Manual handling training may be required Care to be taken when working near overhead lines Use only trained personnel Provide safe means of access Maintain and regularly inspect all lifting appliances and equipment Cap starter bars to prevent injuries where feasible Construct scaffold walk ways to cross reinforcing mesh, as required 	High
Tower Scaffold (otherwise known as mobile scaffold)	Overturning Falls	 Tower to be on firm level ground with wheels or feet properly supported. Height not to exceed three times the base dimension. i.e., 2x3m Base Tower does not exceed 6m Erection by competent person Inspection before first use Weekly record of inspection required Guard rails and Toe boards as per normal scaffolds Beware when moving of overhead obstructions, such as power lines Never move in strong winds 	High
Trenching	Toxic fumes Collapse of trench walls Engulfment Falling into trenches Collapse of adjacent structures Suffocation Loss of life Struck by Lacerations Drowning Dust Using non - SANS Materials for shoring	 Never move in strong winds Survey to be done to determine soil conditions and location of underground services Excavations should be sloped to prevent collapse. If more than two meters deep, excavations must be shored Deeper excavations, two meters or more, must be provided with safe access All trenching activities to be supervised by a competent person Use only approved SANS material for shoring Survey to be done to determine soil conditions and location of underground services Excavations should be sloped to prevent collapse. If more than 2 meters deep, excavations must be shored Deeper excavations, 2 meters and more must be provided with safe access All excavations to be supervised by a competent person 	High
Underground Services	Striking of buried services	 All excavations to be supervised by a competent person Make all necessary enquiries to establish what services are in the area. Consult drawings and advice from service providers (e.g.: Municipality or ESKOM) when planning work. Assume all services to be live (Unless confirmation is received to confirm that services are isolated or otherwise made safe). Do not work near live services without authorisation from site management. Comply with the requirements of the safe system of work for underground services. Where available, locate services with a locator Hand dig around services 	Med
Underpinning	Falling Materials	 Emergency procedures to be in place and explained to personnel Only used trained personnel Ensure there is a safe means of access and egress Ensure design has been approved by designer before underpinning begins 	Med

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		Ensure all personnel wear suitable and sufficient personal protective equipment	
Use and storage of flammable liquids	Serious injury to employees Burns Property damage Explosions Fire	 Ensure standard safety procedures are followed Flammable substances to be stored in an appropriate flammable store which is well ventilated and a reasonably fire-resistant container, cage or room and kept locked with proper access control measures in place Material Safety Data Sheets to be in safety file No smoking, and no heat/ignition close to or at sources Employees to be made aware of dangers Signage to be brought on to indicate dangers 	High
Waste Generation	Financial Penalties Lost production time Outcome not published in safety file	 Register and report waste information to the National Department of Environmental Affairs (http://sawic.environment.gov.za/documents/1666.PDF). A copy of the outcome by the department on its decision on the application to be placed on the safety file. 	High
Work over or next to Water	Drowning Damage to property	 Evaluate depth of water, height above water that work takes place, whether workers can swim or not and then determine safety precautions required: these may include such measures such as barriers, signage, life belts, safety harnesses, etc When working on harbour edge - erect life saving devices and barriers on harbour wall and any other exposed areas to protect workers and vehicles (stop blocks may also be required). Monitor times of high tide and remove operatives from exposed or dangerous areas before times of high tide Only trained and competent persons to be used 	Med
Working at Height (Excluding roof work)	Personnel falling from height Falling debris Those beneath being injured	 All access equipment is properly constructed (inspections record must be maintained) Only trained personnel construct, dismantle or control the access equipment All access equipment must have full toe boards and guardrails - comply with SANS 085 on erection/use and dismantling of scaffolding No access equipment may be loaded above the level of the guardrail No access equipment to be loaded above its safe working load Where work involves leaning out on an open leading edge, then all personnel are to be fitted with a full body harness. The harness must be always connected All fall arrest equipment to be correctly maintained Ensure if ladders are being used for access, they are either footed or tied. Also, the ladder must be set at the correct level of 1 in 4 or approximately 75° 	High
Working with Effluent	Contact with effluent causing sickness or disease Infectious diseases: tuberculosis, viral hepatitis, legionnaire's disease, and HIV where these diseases are contracted during work involving exposure to human blood products, body secretions, excretions, or other material which may be a source of infection.	 ensure good hygiene facilities personnel to be competent in work activity personnel to wear appropriate personal protective equipment such as goggles, overall, gloves and goggles Employees to receive Hepatitis inoculations prior to work commencement (proof of this must be available on file and must match workforce on ground) 	High



CONSTRUCTION Health and Safety Specification ON BEHALF OF CSM ENGINEERING (THE "CLIENT") FOR

Partial Care (ECD Project) - Kuyasa Horizon Empowerment

Description Of Project: Partial Care (ECD Project) - Kuyanda Horizon Empowerment, including but not limited to Structural work, Electrical work, Roof work, Asbestos removal, Mechanical work and Civil work.

Project Details

Client:	CSM / Stellenbosch Municipality
Project Leader:	Ilse Ferreira (CSM Engineering)

Client Safety Advisor:	Siyakhatala Safety	
Address:	39 Gelb Cres, Morgenster, Western Cape	
Email:	dejager@siyakhatalasafety.co.za	
Contact Person:	De Jager Kitshoff	
Tel:	021 553 5850	Cell: 082 338 0520

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1. PREAMBLE

- a. In terms of Construction Regulation 2014 (hereafter referred to as Construction Regulation) 5(1)(a), incorporated under the Occupational Health and Safety (OHS) Act of 1993 (Act 85 of 1993) (hereafter referred to as The Act) CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), on the Client's behalf, will prepare a Health and Safety Specification for Partial Care (ECD Project) Kuyasa Horizon Empowerment based on a site specific baseline risk assessment for the construction project and provide a copy of the Health and Safety Specification to the Principal Contractor. CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), will provide the Principal Contractor or any other Contractor, who is appointed to perform construction work for the Principal Contractor, with the Health and Safety Specification.
- b. CSM Engineers' further duties are as described in The Act and the Regulations made there-under.
- c. The Principal Contractor will be responsible for the Health and Safety Policy for the site in terms of Section 7 of The Act and in line with Construction Regulation 7 as well as the Health and Safety Plan (hereafter referred to as Plan) for the project.
- d. The Health and Safety Specification is governed by The Act. Notwithstanding this, cognisance should be taken of the fact that no single Act or its set of Regulations can be read in isolation. Furthermore, although the definition of a Health and Safety Specification stipulates a documented Health and Safety Specification of all health and safety requirements pertaining to associated works on a construction site, so as to ensure the health and safety of persons', it is required that the entire scope of the Labour legislation, including the Basic Conditions of Employment Act be considered as part of the legal compliance system. With reference to this Health and Safety Specification this requirement is limited to all health, safety and environmental issues pertaining to the site of the project as referred to here-in. Despite the foregoing it is reiterated that environmental management shall receive due attention.
- e. Due to the wide scope and definition of construction work, every construction activity and site will be different, and circumstances and conditions may even change daily. Therefore, due caution is to be taken by the Principal Contractor when drafting the Plan based on this Health and Safety Specification. Prior to drafting the Plan, and in consideration of the information contained here-in, the Principal Contractor shall set up a Risk Assessment Program to identify and determine the scope and details of any risk associated with any hazard at the construction site, to identify the steps needed to be taken to remove, reduce or control such hazard. This Risk Assessment and the steps identified will be the basis or point of departure for the Plan. The Plan shall include documented 'Methods Statement' (see definitions under Construction Regulations) detailing the key activities to be performed to reduce, as far as practicable, the hazards identified in the Risk Assessment.
- f. Every effort has been made to ensure that this Health and Safety Specification is accurate and adequate in all respects. Should it, however, contain any errors or omissions they may not be considered as grounds for claims under the contract for additional reimbursement or extension of time, or relieve the Principal Contractor from their responsibilities and accountability in respect of the project to which this Health and Safety Specification pertains. Any such inaccuracies, inconsistencies and/or inadequacies must immediately be brought to the attention of CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent).

2. SCOPE OF THE HEALTH AND SAFETY SPECIFICATION

a. This Health and Safety Specification pertaining to Partial Care (ECD Project) - Kuyasa Horizon Empowerment cover the subjects contained in the index and is intended to outline the normal as well as any special requirements of CSM Engineers pertaining to the health and safety matters applicable to this project. This Health and Safety Specification should be read in conjunction with The Act, the Construction Regulations and all other Regulations and Safety Standards which were or will be promulgated under The Act or incorporated into The Act and be in force or come into force during the effective duration of the project. The stipulations in this Health and Safety Specification, as well as those contained in all other documentation pertaining to this project, including contract documentation and technical specifications, shall not be interpreted, in any way whatsoever, to countermand or nullify any stipulation of The Act, Regulations and Safety Standards which are promulgated under or incorporated into The Act.

- b. Take note of Appendix A Notice Regarding Application of The Construction Regulations 2014 Occupational Health and Safety Act, 1993 Construction Regulations, 2014.
- c. Construction Regulation 3 and 5 (7)(b) will come into effect 18 months after the commencement of Construction Regulations, 2014.

3. PURPOSE

- a. CSM Engineers is obligated to implement measures to ensure the health and safety of all people and properties affected under its custodianship or contractual commitments and is further obligated to monitor that these measures are structured and applied according to the requirements of this Health and Safety Specification.
- b. The purpose of this Health and Safety Specification is to provide the Principal Contractor [and their contractor(s)] with any information other than the standard conditions pertaining to construction sites which might affect the health and safety of persons at work and the health and safety of persons in connection with the use of plant and machinery; and to protect persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work during the carrying out of construction work for CSM Engineers
- c. The Principal Contractor [and their contractor(s)] is to be briefed on the significant health and safety aspects of the project and to be provided with information and requirements on inter alia:
 - i. safety considerations affecting the site of the project and its environment;
 - ii. health and safety aspects of the associated structures and equipment;
 - iii. submissions on health and safety matters required from the Principal Contractor [and their contractor(s)]; and
 - iv. the Principal Contractor's [and their contractor(s)] Plans.
- d. To serve to ensure that the Principal Contractor [and their contractor(s)] is fully aware of what is expected from them with regard to The Act and the Regulations made there- under including the applicable safety standards, and in particular in terms of Section 8 of The Act.
- e. To inform the Principal Contractor [and their contractor(s)] that The Act in its entirety shall apply to the contract to which this Health and Safety Specification applies. The Construction Regulations and shall apply to any person involved in construction work pertaining to this project, as will The Act.

4. DEFINITIONS (Extracted from The Act)

"Purpose of The Act" -

To provide for the health and safety of persons at work and the health and safety of persons in connection with the use of plant and machinery; the protection of persons other than persons at work against hazards to health and safety arising out of or in connection with The Activities of persons at work; to establish an advisory council for Occupational Health and Safety; and to provide for matters connected therewith.

"agent" –

means a competent person who acts as a representative for a client;

"angle of repose" -

means the steepest angle of a surface at which a mass of loose or fragmented material will remain stationary in a pile on the surface, rather than sliding or crumbling away;

"client" –

means any person for whom construction work is being performed;

"competent person" -

means a person who:

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

"construction manager" –

means a competent person responsible for the management of the physical construction processes and the coordination, administration and management of resources on a construction site;

"construction site" -

means a workplace where construction work is being performed;

"construction supervisor" -

means a competent person responsible for supervising construction activities on a construction site; **"construction vehicle"** –

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

"construction work" -

means any work in connection with- a) the construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or b) the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system; or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work; "construction work permit" – means a document issued in terms of regulation 3

"contractor" –

means an employer who performs construction work;

"demolition work" –

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

"design" –

in relation to any structure, includes drawings, calculations, design details and specifications;

"designer" –

means-

- a. a competent person who
 - i. prepares a design;
 - ii. checks and approves a design; or
 - iii. arranges for any person at work under his or her control to prepare a design (including an employee of that person where he or she is the employer); or
 - iv. designs temporary work, including its components,
- b. an architect or engineer contributing to, or having overall responsibility for a design;
- c. a building services engineer designing details for fixed plant;
- d. a surveyor specifying articles or drawing up specifications;
- e. a Contractor carrying out design work as part of a design and building project; or
- f. an interior designer, shop-fitter or landscape architect;

"excavation work" –

means the making of any man-made cavity, trench, pit or depression formed by cutting, digging or scooping;

"fall arrest equipment" –

means equipment used to arrest a person in a fall, including personal equipment such as body harness, lanyards, deceleration devices, lifelines, or similar equipment.

"fall prevention equipment" -

means equipment used to prevent persons from falling from a fall risk position, including personal equipment, a body harness, lanyards, lifelines or physical equipment such as guardrails, screens, barricades, anchorages or similar equipment;

"fall protection plan" -

means a documented plan, which includes and provides for-

- a. all risks relating to working from a fall risk position, considering the nature of work undertaken;
- b. the procedures and methods to be applied to eliminate the risk of falling; and
- c. a rescue plan and procedures

"fall risk" –

means any potential exposure to falling either from, off or into;

"health and safety file" -

means a file, or other record containing the information in writing required by these Regulations;

"health and safety plan" -

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

"health and safety specification" -

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

"medical certificate of fitness" -

means a certificate contemplated in regulation 7(1)(8);

"mobile plant" –

means any machinery, appliance or other similar device that is able to move independently, and is used for the purpose of performing construction work on a construction site;

"National Building Regulations" -

means the National Building Regulations made under the National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977), and promulgated by Government Notice No. R. 2378 of 30 July 1990, as amended by Government Notices No's R. 432 of 8 March 1991,

R. 919 of 30 July 1999 and R. 547 of 30 May 2008;

"person day" -

means one normal working shift of carrying out construction work by a person on a construction site; **"principal contractor"** –

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

"Professional Engineer or Professional Certificated Engineer" -

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

"Professional Technologist" –

means a person holding registration as a Professional Engineering Technologist in terms of the Engineering Profession Act, 2000;

"provincial director" –

means the provincial director as defined in regulation 1 of the General Administrative Regulations, 2003;

"scaffold" –

means a temporary elevated platform and supporting structure used for providing access to and supporting workmen or materials or both;

"structure means" –

- a. any building, steel or reinforced concrete structure (not being a building), railway line or siding, bridge, waterworks, reservoir, pipe or pipeline, cable, sewer, sewage works, fixed vessels, road, drainage works, earthworks, dam, wall, mast, tower, tower crane, bulk mixing plant, pylon, surface and underground tanks, earth retaining structure, or any structure designed to preserve or alter any natural feature, and any other similar structure;
- b. any falsework, scaffold or other structure designed or used to provide support or means of access during construction work; or
- c. any fixed plant in respect of construction work which includes installation, commissioning, decommissioning or dismantling and where any construction work involves a risk of a person falling;

"temporary works" –

means any falsework, formwork, support work, scaffold, shoring or other temporary structure designed to provide support or means of access during construction work;

"the Act" -

means the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993);

5. OCCUPATIONAL HEALTH AND SAFETY (OHS) MANAGEMENT

a. Structure and Organisation of OHS Responsibilities

i. Overall Supervision and Responsibility for OHS

- CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), to ensure that the Principal Contractor, appointed in terms of Construction Regulation 5(1)(k), implements, and maintains the agreed and approved Plan. Failure on the part of CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), to comply with this requirement will not relieve the Principal Contractor from any one or more of their duties under The Act and Regulations.
- 2. The Chief Executive Officer of the Principal Contractor in terms of Section 16(1) of The Act to ensure that the Employer (as defined in The Act) complies with The Act.
- 3. All Section 16(2) appointee(s) of The Act, as detailed in their/their respective appointment letters, to regularly, in writing, report to their principals on health and safety matters per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspections and to ensure that the reports are made available to the Principal Contractor to become part of site records (Health and Safety File).
- 4. The appointed full-time competent person as construction manager and Assistant construction manager(s), appointed in terms of Construction Regulation 8, to regularly, in writing, report to their principals on health and safety matters per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspection and to ensure that the reports are made available to the Principal Contractor to become part of site records (Health and Safety File).
- 5. All Occupational Health and Safety Representatives (OHS Reps) shall act and report as per Section 18 of The Act.
- 6. It is a requirement that the Principal Contractor, when appointing Contractors in terms of Construction Regulation 7(1)(c), includes an agreement with a Mandatory [Section 37(2) of The Act].

ii. Further (Specific) Supervision Responsibilities for OHS

 Several appointments or designations of responsible and/or competent people in specific areas of construction work are required by The Act and Regulations. The Principal Contractor to ensure that the following competent person appointments (where applicable) are made, in terms of the Construction Regulations to ensure compliance to The Act, Regulations and Safety Standards:

Regulation	Appointment	Responsible Person
5(1)(k)	Principal Contractor for each project	Client
7(1)(c)	Contractor	Principal Contractor
8(1)	Construction Manager	Principal Contractor
8(7)	Construction Supervisor	Principal Contractor
8(5)	Construction Safety Officer	Principal Contractor
9(1)	Person to carry out risk assessment	Principal Contractor
10(1)(a)	Fall protection Planner	Principal Contractor
12(1)	Temporary Works Designer	Principal Contractor
12(2)	Temporary Works supervisor	Principal Contractor
12(3)(e) &(f)	Temporary Works Equipment Inspector	Principal Contractor
13(2)(b)(ii) (b	Professional engineer or technologist	Principal Contractor
14(1)	Supervisor demolition work	Principal Contractor
16(1)	Scaffold supervisor	Principal Contractor
17(13)	Outrigger Supervisor	Principal Contractor
23(1)(d)(i)	Construction vehicle and mobile plant operator	Principal Contractor
23(1)(k)	Construction vehicle and mobile plant inspector	Principal Contractor
24(b)	Electrical installations & Machinery Controller	Principal Contractor
24(d)	Electrical installations & Machinery Inspector	Principal Contractor
28(a)	Stacking and storage supervisor	Principal Contractor
29(h)	Fire equipment inspector Principal Contra	

2. This list may be used as a reference or tool to determine which components of The Act and Regulations would be applicable to a particular site. This list must not be assumed to be exclusive or comprehensive.

b. Communication & Liaison

- i. OHS Liaison between CSM Engineers, the Principal Contractor, and other concerned parties shall be through the OHS Committee as per procedures determined by the OHS Committee.
- ii. In addition to the above, communication, verbally or in writing, may be directly to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), as and when the need arises.
- iii. Consultation with the workforce on OHS matters will be through their Supervisors and OHS Representatives.
- iv. The Principal Contractor will be responsible for the dissemination of all relevant OHS information to the other Contractors involved.

6. INTERPRETATION

- a. The Act and all its Regulations, except for the Construction Regulations, distinguish between the roles, responsibilities and functions of employers and employees respectively. It views consultants and contractors as employees of the "owner" of a construction or operational project, the "owner" being regarded as the employer. Only if formally agreed to by way of the written agreement in this regard between the "owner(s)" and consultant and/or between the "owner(s)" and the contractor(s), will these assumptions be relinquished in favour of the position agreed upon between the relevant parties.
- The position taken by the Construction Regulations is that the "owner", in terms of its instructions, b. operates (must operate) in the role of "client" as per relevant definition. The contractors, working for the "client", are seen to be in two categories, i.e., the Principal Contractor and Contractors. The Principal Contractor must take full responsibility for the health and safety on the site of the relevant project/contract. This includes monitoring OHS conditions and overseeing administrative measures required by the Construction Regulations from all contractors on the project site. Contractors are required to operate under the scrutiny and control (in terms of all OHS measures which are covered in the Construction Regulations) of the Principal Contractor. Where, for the work the Principal Contractor will be responsible to execute himself, practical OHS measures are applicable; he will also be subject to the relevant requirements with which Contractors have to comply. The Principal Contractor will, however, not have to physically fulfil such requirements in respect of any of the work/functions of any Contractors on the site for which he has been appointed as Principal Contractor. However, he must monitor/oversee such processes, ensuring that the requirements are complied with and that the required appointments/evaluations/ inspections/assessments and tests are done and that the records are duly generated and kept as prescribed in the Construction Regulations. This must feature clearly in the Principal Contractor's Plan.

7. **RESPONSIBILITIES**

- a. CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), will perform the following responsibilities:
 - i. Appoint the Principal Contractor for Partial Care (ECD Project) Kuyasa Horizon Empowerment, in writing, for assuming the role of Principal Contractor as intended by the Construction Regulations.
 - ii. Discuss and negotiate with the principal Contractor the contents of the principal contractor's health and safety plan contemplated in Construction Regulation 7(1) and must thereafter finally approve that plan for implementation.
 - iii. Ensure that potential principal contractors submitting tenders have made adequate provision for the cost of health and safety measures.
 - iv. Ensure that the principal Contractor to be appointed has the necessary competencies and resources to carry out the construction work safely.

- v. Take reasonable steps to ensure co-operation between all contractors appointed by the client to enable each of those contractors to comply with these Regulations. Where more than one principal Contractor is appointed as contemplated in subregulation 5(1)(k), the client will take reasonable steps to ensure co-operation between all principal contractors and contractors to ensure compliance with these Regulations.
- vi. Ensure before any work commences on a site that every principal Contractor is registered and in good standing with the compensation fund or with a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993).
- vii. Ensure that a copy of the principal contractor's health and safety plan is available on request to an employee, inspector or contractor;
- viii. Take reasonable steps to ensure that each contractor's health and safety plan contemplated in regulation 7(1)(a) is implemented and maintained.
- ix. Ensure that periodic health and safety audits and document verification are conducted at intervals mutually agreed upon between the principal Contractor and any contractor, but at least once every 30 days.
- x. Ensure that a copy of the health and safety audit report contemplated in paragraph 5(o) is provided to the principal Contractor within seven days after the audit;
- xi. Take reasonable steps to ensure that the Plan of the Principal Contractor [and/or their Contractor(s)] is implemented and maintained. The steps taken will include periodic audits at intervals of at least once every month.
- xii. Where a fatality or permanent disabling injury occurs on a construction site, the client must ensure that the Contractor provides the provincial director with a report contemplated in section 24 of the Act, in accordance with regulations 8 and 9 of the General Administrative Regulations, 2013, and that the report includes the measures that the Contractor intends to implement to ensure a safe construction site as far as is reasonably practicable.
- xiii. Prevent the Principal Contractor [and/or their Contractor(s)] from commencing or continuing with construction work should the Principal Contractor [and/or their Contractor(s)] at any stage in the execution of the works be found to:
 - 1. have failed to have complied with any of the administrative measures required by the Construction Regulations in preparation for the construction project or any physical preparations necessary in terms of The Act;
 - 2. have failed to implement or maintain their Plan(s);
 - 3. have executed construction work which is not in accordance with their Plan(s); or
 - 4. act in any way which may pose a threat to the health and safety of any person(s) present on the site of the works or in its vicinity, irrespective of them being employed or legitimately on the site of the works or in its vicinity, which is not in accordance with the client's health and safety specifications and the principal contractor's health and safety plan for the site
 - have failed to stay in good standing with the compensation fund or with a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993);
- b. The Principal Contractor will perform the following responsibilities:
 - i. Accept the appointment under the terms and conditions of the Contract and additionally under the Construction Regulation.
 - ii. Agree on and sign the terms and conditions and shall, before commencing work, notify the Department of Labour of the intended construction work in terms of Regulation 4 of the Construction Regulations by means of an Annexure 2 "Notification of Construction Work" form. The Principal Contractor will submit the notification, in writing, prior to commencement of work and inform CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), accordingly.

Proof of notification must be placed on the site safety file and must be made available on request to an inspector, CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent).

- iii. Ensure that the Principal Contractor [and/or their Contractor(s)] is fully conversant with the requirements of this Health and Safety Specification and all relevant OHS legislation. This Health and Safety Specification is not intended to supersede The Act nor the Construction Regulations or any part of either. Those sections of The Act and the Construction Regulations which apply to the scope of works to be performed by the Principal Contractor in terms of this contract (entirely or in part) will continue to be legally required to be complied with. The Principal Contractor will in no manner or means be absolved from the responsibility to comply with all applicable sections of The Act, the Construction Regulations or any Regulations proclaimed under The Act, or which may perceivable be applicable to this contract.
- iv. Provide and demonstrate to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), a suitable, sufficiently documented and coherent site specific health and safety plan, based on the client's documented health and safety specifications contemplated in regulation 5(1)(b), which plan must be applied from the date of commencement of and for the duration of the construction work and which must be reviewed and updated by the principal Contractor as work progresses This Plan shall, as appendices, include the Plans of all Contractors for which the Principal Contractor has to take responsibility in terms of this contract.
- v. On appointing any other contractor, to ensure compliance with the provisions of the Act-
- vi. provide contractors who are tendering to perform construction work for the principal contractor, with the relevant sections of the health and safety specifications contemplated in regulation 5(1)(b) pertaining to the construction work which must be performed.
- vii. Ensure that potential contractors submitting tenders have made sufficient provision for health and safety measures during the construction process;
- viii. Ensure that no Contractor is appointed to perform construction work unless the principal Contractor is reasonably satisfied that the Contractor that he or she intends to appoint, has the necessary competencies and resources to perform the construction work safely;
- ix. Ensure prior to work commencing on the site that every Contractor is registered and in good standing with the compensation fund or with a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act, 1993;
- x. Appoint each Contractor in writing for the part of the project on the construction site;
- xi. Take reasonable steps to ensure that each contractor's health and safety plan contemplated in subregulation (2)(a) is implemented and maintained on the construction site;
- xii. Ensure that the periodic site audits and document verification are conducted at intervals mutually agreed upon between the principal Contractor and any contractor, but at least once every 30 days;
- xiii. Stop any Contractor from executing construction work which is not in accordance with the client's health and safety specifications and the principal contractor's health and safety plan for the site or which poses a threat to the health and safety of persons;
- xiv. Where changes are brought about to the design and construction, make available sufficient health and safety information and appropriate resources to the Contractor to execute the work safely; and discuss and negotiate with the Contractor the contents of the health and safety plan contemplated in subregulation 7(2)(a), and must thereafter finally approve that plan for implementation. The approval letter of the contractor's plan/s must be placed on the principal contractor's safety file and must be made available on request to an inspector, CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent).
- xv. Ensure that a copy of his or her health and safety plan contemplated in paragraph (a), as well as the contractor's health and safety plan contemplated in subregulation (2)(a), is available on request to an employee, an inspector, a contractor, the client, or the client's agent

- xvi. Hand over a consolidated health and safety file to the client upon completion of the construction work and must, in addition to the documentation referred to in subregulation 7(2)(b), include a record of all drawings, designs, materials used and other similar information concerning the completed structure;
- xvii. in addition to the documentation required in the health and safety file in terms of paragraph 7(c)(v) and subregulation 7(2)(b), include and make available a comprehensive and updated list of all the contractors on site accountable
- xviii. The principal contractor, the agreements between the parties and the type of work being done; and ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner in the form of Annexure 3 of the Construction Regulations.
- xix. A Contractor must prior to performing any construction work-
- xx. Provide and demonstrate to the principal Contractor a suitable and sufficiently documented health and safety plan, based on the relevant sections of the client's health and safety specification contemplated in Construction Regulation 5(1)(b) and provided by the principal Contractor in terms of subregulation 5(1)(a), which plan must be applied from the date of commencement of and for the duration of the construction work and which must be reviewed and updated by the Contractor as work progresses;
- xxi. Open and keep on site a health and safety file, which must include all documentation required in terms of the Act and these Regulations, and which must be made available on request to an inspector, the client, the client's agent or the principal contractor;
- xxii. Before appointing another Contractor to perform construction work be reasonably satisfied that the Contractor that he or she intends to appoint has the necessary competencies and resources to perform the construction work safely;
- xxiii. Cooperate with the principal Contractor as far as is necessary to enable each of them to comply with the provisions of the Act; and
- xxiv. As far as is reasonably practicable, promptly provide the principal Contractor with any information which might affect the health and safety of any person at work carrying out construction work on the site, any person who might be affected by the work of such a person at work, or which might justify a review of the health and safety plan.
- xxv. Where a Contractor appoints another Contractor to perform construction work, the duties determined in subregulation (1)(b) to (g) that apply to the principal Contractor apply to the Contractor as if he or she were the principal contractor.
- xxvi. A Contractor must take reasonable steps to ensure co-operation between all contractors appointed by the principal Contractor to enable each of those contractors to comply with these Regulations.
- xxvii. No Contractor may allow or permit any employee or person to enter any site unless that employee or person has undergone health and safety induction training pertaining to the hazards prevalent on the site at the time of entry.
- xxviii. A Contractor must ensure that all visitors to a construction site undergo health and safety induction pertaining to the hazards prevalent on the site and must ensure that such visitors have the necessary personal protective equipment.
- xxix. A Contractor must at all times keep on his or her construction site records of the health and safety induction training contemplated in subregulation (6) and such records must be made available on request to an inspector, the client, the client's agent or the principal contractor.
- xxx. A Contractor must ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed; and
- xxxi. issued by an occupational health practitioner in the form of Annexure 3 of the Construction Regulations.

xxxii. Open and keep on site a health and safety file, which must include all documentation required in terms of the Act and these Regulations, which must be made available on request to an inspector, CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent) or a contractor; and

xxxiii. Provide proof of the Principal Contractor's registration and good standing with the Compensation Fund or with a licensed compensation insurer prior to commencement with the works.

- xxxiv. In submitting the Principal Contractor's tender, demonstrate that they have made provision for the cost of compliance with the specified health and safety requirements, The Act and Construction Regulations. (Note: This shall have to be contained in the conditions of tender upon which a tenderer's offer is based). Consistently demonstrate the Principal Contractor's competence and the adequacy of their resources to perform the duties imposed on them in terms of this Health and Safety Specification, The Act and the Construction Regulations.
- xxxv. Ensure that a copy of the Principal Contractor's Plan is available on site and is presented upon request.
- xxxvi. Ensure that an OHS File, which shall include all documentation required in terms of the provisions of this Health and Safety Specification, The Act, and the Construction Regulations, is opened and kept on site and made available upon request. Upon completion of the works, the Principal Contractor will hand over the consolidated File to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent).
- xxxvii. Ensure, throughout execution of the contract, that all conditions imposed on his Sub-contractors in terms of The Act and the Construction Regulations are complied with as if they were the Principal Contractor.
- xxxviii. Evaluate, from time to time, the relevance of the Plan and revise the same as required, following which revised Plan will be submitted to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), for approval.

8. SCOPE OF WORK (also refer to paragraph 2)

This Health and Safety Specification is applicable to the specific scope of works pertaining to Partial Care (ECD Project) - Kuyasa Horizon Empowerment, as detailed in the tender documents provided by CSM Engineers.

Description of Works

Structural work, Electrical work, Roof work, Asbestos removal, Mechanical work and Civil work

- Replace porch roof structure complete with facias, barge boards, gutters and down pipes
- Replace tiled roof finish and battens complete with facias, barge boards, gutters and down pipes
- Replace asbestos roof sheeting complete with facias, barge boards, gutters and down pipes
- Demolish and replace chimneys
- Install new tensioning wires for gable
- Demolish and rebuilt cracked wall
- Install grey water drainage pipes
- Clean blocked gullies
- Wooden flooring in attic spaces to be replaced including new doors to be installed
- New hand basin to be installed in classroom
- Remove beehive in playground area
- Jungle gym to be made safe
- Electrical installation for Building 1
- Escape Door
- Escape and Protection signage
- Hose reel

Ensure that work is carried out as per approval from the CSM, no work shall be conducted where any possible risk to any person, staff or visitors is present.

Fire Engineer to be appointed to sign off installation.

Asbestos work to be conducted according Abatement regulations.

Time Scale	TBA 2024	
Working Hours		
Weekdays	As required, but with approval of Client	
Weekends	As required, but with approval of Client	
Public Holidays	As required, but with approval of Client	

9. HEALTH AND SAFETY FILE

- a. The Principal Contractor must, in terms of Construction Regulation 7(1)(a), always keep a documented File on site which must include all documentation required in terms of The Act and Regulations and must also include a list of all Contractors on site that are accountable to the Principal Contractor, the agreements between the parties and details of the work being done.
- b. The File will remain the property of CSM Engineers throughout the period of the project and must be consolidated and handed over to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), on completion of the project.

10. OHS GOALS AND OBJECTIVES AND ARRANGEMENTS FOR MONITORING AND REVIEWING OHS PERFORMANCE

- a. Take reasonable steps to ensure that the Plan of the Principal Contractor [and/or their Contractor(s)] is implemented and maintained. The steps taken will include periodic audits at intervals of at least once every 30 days.
- b. The Principal Contractor is required to maintain an acceptable disabling incident frequency rate (DIFR) and report on this to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), monthly.

11. IDENTIFICATION OF HAZARDS AND DEVELOPMENT OF RISK ASSESSMENTS, SAFE WORKING PROCEDURES (SWP) AND METHOD STATEMENTS

- a. The Principal Contractor is required to develop Risk Assessments, Safe Working Procedures (SWP) and Method Statements for each activity executed in the contract or project as contained but not limited to in the scope of work contained in the tender documentation:
 - i. The Principal Contractor [and/or their Contractor(s)] must, before the commencement of any construction work and during such construction work, have risk assessments performed by a competent person appointed in writing, which risk assessments form part of the health and safety plan to be applied on the site, and must include-
 - 1. The identification of the risks and hazards to which persons may be exposed to;
 - 2. An analysis and evaluation of the risks and hazards identified based on a documented method;
 - 3. A documented plan and applicable safe work procedures to mitigate, reduce or control the risks and hazards that have been identified;
 - 4. A monitoring plan; and
 - 5. a review plan.

6. The Principal Contractor to indicate clear Method statement and how asbestos work will be done according and aligned to the Ensure compliance to GNR 1996 of Government Gazette no 43893 dated 10 November 2020 Asbestos Abatement Regulations

- ii. The Principal Contractor [and/or their Contractor(s)] must ensure that all employees under his or her control are informed, instructed, and trained by a competent person regarding any hazard and the related work procedures and or control measures before any work commences, and thereafter at the times determined in the risk assessment monitoring and review plan of the relevant site.
- iii. The Principal Contractor must ensure that all contractors are informed regarding any hazard that is stipulated in the risk assessment before any work commences, and thereafter at the times that may be determined in the risk assessment monitoring and review plan of the relevant site.
- iv. A Contractor must consult with the health and safety committee or, if no health and safety committee exists, with a representative trade union or representative group of employees, on the monitoring and review of the risk assessments of the relevant site.
- v. A Contractor must ensure that copies of the risk assessments of the relevant site are available on site for inspection by an inspector, CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), any contractor, any employee, a representative trade union, a health and safety representative or any member of the health and safety committee.
- vi. The Principal Contractor [and/or their Contractor(s)] must review the relevant risk assessment-1. Where changes are affected to the design and or construction that result in a change to the
 - risk profile; or 2. when an incident has occurred.
 - 3. Based on the Risk Assessments, the Principal Contractor must develop a set of site-specific OHS Rules that will be applied to regulate the OHS aspects of the construction. The Risk Assessments, together with the site- specific OHS Rules shall be submitted to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent) before mobilisation on site commences.
 - 4. The Principal Contractor is also required to conduct a baseline Risk Assessment and the aforesaid listed Risk Assessments shall be incorporated into the base-line Risk Assessment. The baseline Risk Assessment must further include the Safe Working Procedures (SWP) and the applicable Method Statements based on the Risk Assessments.
 - 5. A risk Assessment shall be undertaken for all out-of-scope work.
 - 6. The identification of hazards is over and above the hazards identification programme and those hazards identified during the drafting of the Plan.

12. ARRANGEMENTS FOR MONITORING AND REVIEW

a. Weekly visits

The Principal Contractor must ensure weekly site visits by the Contractors appointed Competent Health and Safety Officer, SACPCMP registered.

b. Monthly Audits

The Principal Contractors competent Health and Safety Officer must conduct monthly audits and submit a copy of the audit to the OHS Agent and file a copy in the Health and Safety File. CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), will be conducting monthly audits at times coinciding with the Principal Contractor's Audit in order to comply with Construction Regulation 5(1)(o) and to ensure that the Principal Contractor has implemented, is adhering to and is maintaining the agreed and approved Plan.

c. Other Audits and Inspections

CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), reserves the right to conduct any other ad hoc audits and inspections as it deems necessary. A representative of the Principal Contractor and the relevant OHS Representative(s) (SHE Reps) must accompany CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), on all Audits and Inspections and may conduct their own audit/inspection at the same time. Each party will, however, take responsibility for the results of their own audit/inspection results. CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), may require to be handed a copy of the minutes of the previous OHS Committee meeting reflecting possible recommendations made by that committee to the Principal Contractor for reference purposes.

d. Reporting

- i. The Principal Contractor will report all incidents where an employee is injured on duty to the extent that he/she
 - 1. dies;
 - 2. becomes unconscious;
 - 3. loses a limb or part of a limb; or
 - 4. is injured or becomes ill to such a degree that he/she is likely either to die or to suffer a permanent physical defect or likely to be unable for a period of at least 14 days either to work or continue with the activity for which he/she was usually employed.

OR WHERE

- 1. a major incident occurred;
- 2. the health or safety of any person was endangered;
- 3. where a dangerous substance was spilled;
- 4. the uncontrolled release of any substance under pressure took place;
- 5. machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects; or
- 6. machinery ran out of control.

report to the Provincial Director of the Department of Labour, within seven days, and at the same time to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent). Also refer in this regard to Section 24 of The Act and Section 8 of the General Administrative Regulations.

- ii. The Principal Contractor must provide CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), with copies of all statutory reports required in terms of The Act and Regulations.
- iii. The Principal Contractor must provide CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), with a monthly "Safety and Health Management Report".
- iv. The Principal Contractor must provide CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), a.s.a.p. with copies of all internal and external accident/incident investigation reports. As soon as the occurrence of any accident/incident of whatever nature comes to the notice of that the Principal Contractor it shall be reported immediately to any of the following:
 - 1. CSM Engineers
 - 2. The Client's Agents and/or Siyakhatala Safety (OHS agent),
 - 3. Department of Labour
- v. If an injured person dies because of an incident, which has already been reported, the Principal Contractor must report such death to the Provincial Director telephonically, per facsimile or similar means of communication.
- vi. The Principal Contractor must, within 7 days after an accident occurred, where a person required medical treatment more than just first aid, provide the Compensation Commissioner with the

relevant documentation. An employer, who fails to report any accident, as mentioned above, shall be guilty of an offence in terms of the Compensation for Occupational Injuries and Diseases Act, 1993 and may be held liable for the full amount of compensation payable in respect of such accident.

vii. The Principal Contractor must, within 14 days after an occupational disease was diagnosed, provide the Compensation Commissioner with the relevant documentation. An employer, who fails to report any occupational disease, shall be guilty of an offence in terms of the Compensation for Occupational Injuries and Diseases Act, 1993 and may be held liable for the full amount of compensation payable in respect of such a disease.

e. Review

The Principal Contractor must review the Hazard Identification, Risk Assessments and Standard Work Processes at each Production, Planning and Progress Report meeting as the construction work develops and progresses and each time changes are made to the designs, plans and construction methods and processes.

The Principal Contractor must provide CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), other Contractors and all other concerned parties with copies of any changes, alterations or amendments as contemplated in the above paragraph.

f. Site Rules and other Restrictions

i. Site OHS Rules

- 1. The Principal Contractor will develop a set of site-specific OHS rules that will be applied for the duration of the construction process.
- 2. As required, by law, visitors, and non-employees, upon entering the site, shall be issued with the correct Personal Protective Equipment (PPE).
- 3. Specific site rules that must be implemented are as follows:
 - a. No smoking in demarcated areas
 - b. No open flames
 - c. No firearms
 - d. No scavenging
 - e. Respect for all property
 - f. No eating or drinking while working
 - g. No alcohol or drugs
 - h. PPE will be always worn

ii. Security Arrangements

- 1. The Principal Contractor will establish site access rules and implement and maintain these rules throughout the construction period. Access control must include the rule that non-employees shall always be provided with full time supervision while on site.
- 2. The Principal Contractor will develop a set of security rules and procedures and maintain these throughout the construction period.
- 3. If not already tasked to the OHS Officer, appointed in terms of Construction Regulation 8(5), the Principal Contractor will appoint a competent Emergency Controller who must develop contingency plans for any emergency that may arise on site as indicated by the risk assessments. These plans must include at least a 3 monthly practice/testing programme for the plans. These practices/test runs must include all persons on site at the time of the practices/test runs.

g. Training

i. General Induction Training

- 1. No Contractor may allow or permit any employee or person to enter any site unless that employee or person has undergone health and safety induction training pertaining to the hazards prevalent on the site at the time of entry. Proof of such inductions must be kept on the site safety file of General Induction Training [Section 8(2)(E) of the Act and Construction Regulation 7(5)].
- 2. The Principal Contractor [and/or their Contractor(s)] must ensure that all employees under his or her control are informed, instructed, and trained by a competent person regarding any hazard and the related work procedures and or control measures before any work commences, and thereafter at the times determined in the risk assessment monitoring and review plan of the relevant site.
- 3. An induction training register must be signed and kept in the File on site.

ii. Job Specific Training

- 1. All employees in jobs requiring training in terms of The Act and Regulations must be in possession of valid proof of training as follows:
 - a. Job Specific Induction (also visitors) (Sections 8 & 9 of The Act)
 - b. Site/Project Manager
 - c. Construction Manager
 - d. OHS Representatives (Section 18 (3) of The Act)
 - e. Training of the Appointees (General & Site-Specific Induction Training)
 - f. Operators of Cranes (Driven Machinery Regulations Section 22(e)
 - g. Operators & Drivers of Construction Vehicles and Mobile Plant (Construction Regulations Section 23(1)(d)(i))
 - h. Basic Fire Prevention & Protection (Environmental Regulation 9 and Construction Regulations Section 29)
 - i. As a minimum basic First Aid to be upgraded when necessary (General Safety Regulations Section 3)
 - j. Store-keeping Methods and Safe Stacking (Construction Regulations Section 28)
 - k. Emergency, Security and Fire Coordinator
 - I. Electrical Installations
 - m. Asbestos Contractor
- 2. The training register must be signed and kept in the File on site.

iii. Awareness and Promotion as per Construction Regulation 7(4)

The Principal Contractor [and/or their Contractor(s)] is required to have a plan in place to promote an OHS awareness and culture in their employees. The following method will be used:

1. Toolbox Talks:

The Principal Contractor shall continuously conduct, on site, weekly toolbox talks, and on or before any hazardous work takes place. The talks shall cover the relevant activity regarding any hazard and the related safe work procedures and an attendance register must be kept and signed by all attendees. A record of who attended and the content of the topic must be kept in the site Health and Safety File as evidence of training.

h. Accident and Incident Investigation

i. Inspection and reporting are the best way in which a responsible contractor can control his area of responsibility. The Principal Contractor is responsible to oversee the investigations, per Annexure 1 proforma (available in the General Administrative Regulations), of all

accidents/incidents, irrespective of whether it gave rise to loss, injury, damage or not and the results recorded in the Accident/Incident Register in the File.

- ii. These incidents must be recorded in the form of Annexure 1 of the General Administrative Regulations and be kept for a period of at least 3 years. This record shall be kept in the File on the premises and be available for perusal by an inspector.
- iii. The Principal Contractor is responsible for the investigation, per Annexure 1 proforma, of all non-injury incidents as described in Section 24 (1)(b) & (c) of The Act and keep a record of the results of such investigations including the steps taken to prevent similar incidents in future.
- iv. The Principal Contractor is responsible for the investigation of all road traffic accidents relating to the construction site and keeps a record of the results of such investigations including the steps taken to prevent similar accidents in future. Records to be kept in the File on the site.
- v. The Principal Contractor to appoint, in writing, an incident/accident investigator who will be responsible to investigate all the accidents/incidents. These investigations should take place within 7 days from the date of incident and be completed as soon as is reasonably practicable or within the contracted period of contract workers. The Principal Contractor must record the result of the investigation on an Annexure 1 document and keep it in the File on the site. The purpose of the investigation is to establish the cause of the incident together with the safety measures that can be implemented to prevent the re-occurrence of such incidents in the future.
- vi. The health and safety committee shall examine these records at their next meeting and forward the recommendations to the Principal Contractor.

i. Asbestos requirements, PC and CLIENT OBLIGATIONS

Contractor and PC to ensure compliance with regards to: ASBESTOS ABATEMENT REGULATIONS, 2020 Published under Government Notice R1196 in GG 43893 of 10 November 2020

"type 1 asbestos work" means— (a) painting of asbestos cement products in a manner that does not require surface preparation and does not cause the release of asbestos fibres; or (b) the removal of less than 10 square metres of asbestos cement products or equivalent gutters and piping or asbestos insulating board, where removal work may not be repeated on the same site within a period of six months; and, does not require registration as a registered asbestos contractor with the chief inspector;

"type 2 asbestos work" means— (a) the repair or encapsulation of asbestos cement products in a manner that does not require surface preparation; or (b) the removal of asbestos cement products or asbestos insulating board; and, requires registration as a type 2 registered asbestos contractor with the chief inspector;

"type 3 asbestos work" means— (a) the removal, repair or encapsulation of any asbestos and asbestos-containing material; and, requires registration as a type 3 registered asbestos contractor with the chief inspector;

It is important to note that the PC request the following requirements from the client to ensure compliance to the Asbestos regulation

Identification of asbestos in place

An employer or self-employed person must, as far as is reasonably practicable— (a) ensure that all asbestos-containing materials at the workplace are identified by a competent person;
 (b) if it is uncertain whether the suspected material contains asbestos, either deem the material to be asbestos-containing material or arrange for a sample of that material to be analysed for the presence of asbestos by a laboratory competent to carry out such analyses;

(c) if part of the workplace is inaccessible and considered by a competent person as likely to contain asbestos, assume that asbestos is present in that area; (d) if no asbestos is identified as per sub regulations (a), (b) and (c), ensure that the asbestos-free status of the workplace is substantiated in writing by a competent person: Provided that subregulation (d) does not apply to an employer who occupies or uses a structure as defined in the Construction Regulations, 2003, published as Government Notice R.1010 in Gazette No. 25207 of 18 July 2003, where construction commenced at least three years after promulgation of the Regulations for the Prohibition of the Use, Manufacturing, Import and Export of Asbestos and Asbestos-containing Materials, 2007, published as 8 Government Notice R.341 in Gazette No. 30904 of 28 March 2008, under section 24B of the Environment Conservation Act, 1989 (Act No. 73 of 1989).

Inventory of asbestos in place

3. (1) An employer or self-employed person must obtain the services of a competent person to ensure that all materials identified as, or assumed to be, asbestos-containing material, as contemplated in regulation 3, are entered into an inventory of asbestos in place, which is kept at the workplace or premises. (2) With regard to any disagreement as to whether any substance is in fact asbestos, the health and safety representative, health and safety committee or a person nominated by the employees may require that a sample of that substance be taken and definitive identification of the substance be determined by an approved inspection authority, provided that the cost of the identification is borne by the employer. (3) The inventory of asbestos in place must contain, as far as is reasonably practicable, the following information about each of the asbestos-containing materials- (a) The date on which the material was identified; (b) a description of the material, quantity and extent of deterioration; (c) the location as detailed on a floor plan; (d) confirmation of labelling and signage as required by regulation 20; (e) the risk categorisation derived from the asbestos risk assessment as detailed in regulation 5(3); and (f) a description of potential exposure scenarios as required in regulation 6(2)(b). (4) The employer or self-employed person must ensure that a competent person reviews and, if necessary, revises the inventory of asbestos in place for the workplace at intervals not exceeding 24 months. (5) The inventory of asbestos in place should be revised more frequently if— 9 (a) further asbestos-containing material is identified; and (b) the asbestos-containing material has deteriorated significantly or is removed, damaged, sealed, coated or encapsulated. (6) Where the removal of asbestos or repair of asbestos-containing material is planned, information in the inventory of asbestos in place must be adequately detailed with respect to the work to be carried out. (7) The employer, self-employed person or asbestos client must ensure that a copy of the inventory of asbestos in place, or relevant part thereof, is— (a) given to the mandatory before any asbestos removal or repair work commences; (b) given to the registered asbestos contractor and approved inspection authority before asbestos removal or repair work commences; (c) readily accessible to employees and health and safety representatives at the workplace; (d) in the case of transfer of ownership, provided to the new owner of the premises; and (e) given to the approved inspection authority before asbestos removal or repair work commences. (8) The mandatory who carries out the removal of asbestos or the repair of asbestos-containing material at a workplace must— (a) obtain a copy of the inventory of asbestos in place from the employer, self-employed person or asbestos client; and (b) if suspected asbestos-containing materials are located on the structure, plant or machinery, inform the employer, self-employed person or asbestos client who must ensure that a competent person determines whether the substance in question is asbestos-containing material. (9) In the event of work carried out at a workplace and

potential exposure to airborne asbestos— (a) the employer, self-employed person or asbestos client, as the case may be, must ensure that the person authorising such work is given a copy of the inventory of asbestos in place; 10 (b) the person authorising the work as contemplated in subregulation (a), from the inventory of asbestos in place, must determine what future task and incident-related potential exposure scenarios are applicable to the work, including identifying recommended controls; and (c) the employer, self-employed person or asbestos client, as the case may be, must ensure that the recommended controls are implemented with regard to the work. (10) All asbestos-containing material listed in the inventory of asbestos in place, as required by subregulation (3), must be clearly labelled or provided with signage in accordance with regulation 20.

The assessment indicated the presence of asbestos, and this has been identified as a risk.

- a) Samples of the roof and rain goods must be taken and tested by an Approved Asbestos Inspection Authority (AAIA) to determine if asbestos is present. Should the samples test positive for asbestos containing materials the Client must then procure the services of an AAIA to draw up an asbestos inventory as per the asbestos regulation for the whole site.
- b) If asbestos is present the presence of asbestos and inventory must be reflected in the tender document and the removal/demolition to form part of the bill of quantities.

The following information must be available:

- a. Registered asbestos contractor Company/Organization Details
- b. Registration with the Unemployment Insurance Fund
- c. Compensation Fund Registration
- d. South African Receiver of Revenue
- e. CICP Registration
- f. Copy of previous asbestos registration.
- g. List projects completed in the last year.
- c) The registered asbestos contractor safety file must contain the following information on site handover. Contractor Asbestos File Requirements -
 - 1. Registered asbestos contractor Company/Organization Details
 - 2. Registration with the Unemployment Insurance Fund
 - 3. Compensation Fund Registration
 - 4. South African Receiver of Revenue
 - 5. CICP Registration
 - 6. Copy of previous asbestos registration.
 - 7. List projects completed in the last year.
 - 8. Health Risk Assessments
 - 9. Organogram
 - 10. Copies of legal appointments
 - 11. AAIA inclusion in organogram & Appointment letter on file
 - 12. Supervisor experience
 - 13. Proof of level 2 First Aid
 - 14. Departments approval of First Aid Institution
 - 15. OHS Representative Training
 - 16. Asbestos Training
 - 17. Training Schedule

- 18. Proof of PPE and RPE training
- 19. Personal Protective Equipment
- 20. Equipment to be used for demolition.
- 21. Medical Surveillance
- 22. AAIA Oversight
- 23. Disposal Method
- 24. Record Keeping
- d) The registered appointed Principal contractor safety file must contain the following information on site handover.

Disposal Method:

All asbestos containing materials, including PPE used during the asbestos works will be placed in approved waste man rubble skips lined with 250 micron DMP plastic sheets. These sheets will also be used to cover the asbestos containing materials while they are safely stored on site, awaiting collection. All asbestos will be disposed of at an Approved Waste site, namely Vissershok Landfill. On completion of disposal, a waste manifest shall be issued stating the amount and date of asbestos disposed of.

Control:

Prevention of asbestos waste into the environment shall be in accordance with the plan which shall include, screening and tenting, covering all manholes with suitable plastic and catchment of all run-off water. All asbestos waste will be double bagged with the asbestos sticker placed on the outside.

Training Requirements:

1. Asbestos awareness training -

Everyone who will work with or be present during the asbestos removal process. Thus, it's always better to conduct these activities after hours or over weekends to minimize the amount of people on site, which in turn reduces the need for this awareness training.

- Asbestos PPE Training –
 Everyone who will be working with the asbestos.
- First Aid Level 2 You need 1 level 2 first aider per asbestos work team.
- 4. Basic Fire Fighter You need 1 basic fire fighter per asbestos work team.
- Health and Safety Representative per team You need 1 health and safety representative per asbestos work team, if the team does not consist of more than 20 employees. If more than 20 employees, you need to appoint additional health and safety representatives.
- Working at Heights –
 Each member of the asbestos removal team will be removing asbestos at heights.

Medical Requirements:

- 1. Each member of the asbestos work team must undergo a full medical, including a lung function test.
- 2. Each member of the asbestos work team needs to receive a lung X-ray, which needs to be repeated every 2 years.

AAIA functions:

- 1. Appoint an AAIA (Approved Asbestos Inspection Authority) who will assist you with the air monitoring and official results and reports.
- 2. Draw up an asbestos plan which needs to be approved by your AAIA.
- 3. This AAIA approval process must take place at least 30 days prior to the start of the removal works.
- 4. Submit a formal notice of removal works to the Department of Labour at least 14 days prior to the start of the removal works.
- 5. Once the above 3 items have been completed you can legally commence with the works. Note that your AAIA must be on site the day you start as they need to commence with the monitoring before the removal begins. They will also guide and advise you on how to go about the removal and will make sure the removal teams work in a healthy and safe manner.

j. OHS Representatives (SHE Reps) and OHS Committees

i. Designation of OHS Representatives (SHE Reps)

- 1. Where the Principal Contractor employs more than 20 persons (including the employees of other Contractors (sub-contractors) they must appoint one OHS Representatives for every 50 employees or part thereof (Section 17 of The Act and General Administrative Regulations, Sections 6 & 7).
- 2. OHS Representatives must be appointed in writing and the designation shall be in accordance with the Collective Agreement as concluded between the parties as is required in terms of General Administration Regulations, Section 6.

ii. Duties and Functions of the OHS Representatives

- 1. The Principal Contractor must ensure that the designated OHS Representatives conduct at least a weekly inspection of their respective areas of responsibility using a checklist and report thereon to the OHS Committee after which these reports shall be consolidated for submission to the Principal Contractor.
- 2. OHS Representatives must be included in and be part of accident/incident investigations.
- 3. OHS Representatives shall be members of at least one OHS Committee and must attend all meetings of that OHS committee.
- 4. For a detailed list of functions please refer to Section 18 of The Act.

iii. Establishment of OHS Committee(s)

 The Principal Contractor must establish OHS Committees consisting of designated OHS Representatives together with several Employer Representatives appointed as per Section 19(3) of The Act. The number of employer representatives is not allowed to exceed the number of OHS Representatives on the committee. The persons nominated by the Principal Contractor on an OHS Committee must be designated in writing. The OHS Committee shall co-opt advisory (temporary) members and determine the procedures of the meetings including the chairpersonship.

2. The OHS Committee must meet at least three monthly but should consider monthly meetings.

iv. First Aid and First Aiders

- 1. Where the Principal Contractor employs more than 10 persons at a workplace (including the employees of other Contractors (sub-contractors) they will ensure the following ratio of First Aiders to employees:
 - a. One First Aider to every 50 employees in case of a workplace; or
 - b. One First Aider to every 100 employees in case of an office or shop.
- 2. The First Aiders must be in possession of a valid certificate of competency in first aid and must be appointed in writing. Records must be kept in the File on site.
- 3. Where the Principal Contractor employs more than 5 persons (including the employees of other Contractors (sub-contractors) they must provide a first aid box or boxes at or near the workplace (Section 3 of General Safety Regulations). The contents of the first aid box must comply with the requirements as per the Annexure in the General Safety Regulations.

13. PROJECT/SITE SPECIFIC REQUIREMENTS

The following is a list of possible activities and considerations that have been identified for which Risk Assessments, Safe Working Procedures (SWP), Control Measures and Method Statements (where necessary) must be developed by the Principal Contractor:

- a. Clearing & Grubbing of the Area/Site
- b. Site Establishment including:
 - i. Office/s
 - ii. Secure/Safe storage and storage areas for materials, plant & equipment
 - iii. Ablution facilities
 - iv. Vehicle access to the site
- c. Dealing with existing structures
- d. Location of existing services
- e. Installation and maintenance of temporary construction electrical supply, lighting, and equipment
- f. Adjacent land use/surrounding property exposures
- g. Boundary and access control/public liability exposures (Remember: the Principal Contractor is also responsible for the OHS of non-employees affected by their work activities)
- h. Health risks arising from neighbouring and own activities as well as from the environment e.g., threats by dogs, bees, snakes, lightning, allergies etc.
- i. Exposure to Noise
- j. Exposure to Vibration
- k. Protection against dehydration and heat exhaustion
- I. Protection from wet & cold conditions
- m. Use of Portable Electrical Equipment including but not limited to:
 - i. Angle grinder
 - ii. Electrical Drilling machine
 - iii. Skill saw
 - iv. Portable battery-operated hand tools
- n. Excavations including:
 - i. Ground/soil conditions

- ii. Trenching
 - 1. Layering and bedding of trench floor
 - 2. Installation of pipes in trenches
 - 3. Backfilling of trenches
- iii. Shoring
- iv. Drainage
 - 1. Protection against flooding
- v. Daily inspections
- o. Welding including:
 - i. Arc Welding
 - ii. Gas welding
 - iii. Flame Cutting
 - iv. Use of LP Gas torches and appliances
- p. Loading and offloading of trucks
- q. Aggregate/sand and other materials delivery
- r. Lifting and lowering operations
- s. Driving & Operation of Construction Vehicles and Mobile Plant including:
 - i. Trenching machine
 - ii. Excavator
 - iii. Bomag Roller
 - iv. Plate Compactor
 - v. Front End Loader
 - vi. Mobile Cranes and the ancillary lifting tackle
 - vii. Towing and/or parking of vehicles and mobile plant
- t. Use and Storage of Flammable Liquids and other Hazardous Substances CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), to be informed of this prior to commencing of the project
- u. As discovered by the Principal Contractor's hazard identification exercise
- v. As discovered from any inspections and audits conducted by CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), or any other Contractor on site
- w. As discovered from any accident/incident investigation
- x. Dealing with windblown sand

14. OUTLINED DATA, REFERENCES, AND INFORMATION ON CERTAIN AND/OR SPECIFIC OBLIGATORY REQUIREMENTS TO ENSURE LEGAL COMPLIANCE

a. Administrative and Legal Requirements

OHS Act/ Regulations Section	Subject	Requirements
Construction Regulations Sect 4	Notice of carrying out Construction work	Department of Labour notified Copy of Notice available on Site
General Administrative Regulations Sect 4	Copy of OHS Act (Act 85 of 1993)	Updated copy of Act & Regulations on site. Readily available for perusal by employees.

OHS Act/ Regulations Section	Subject	Requirements
Compensation of Injuries and Diseases Act (COID) Sec 80	Registration with Compensation Insurer	Written proof of registration/Letter of good standing available on Site
Construction Regulations Sect 5 & 7(1)	OHS Specification & Programme	OHS Spec received from Client and/or its Agent on its behalf OHS programme developed & updated regularly
OHS Act Sect 8(2)(d) Construction Regulations Sect 9	Hazard Identification & Risk Assessment	Hazard Identification carried out/Recorded Risk Assessment and – Plan drawn up/Updated RA Plan available on-Site Employees/Sub-Contractors informed/trained
OHS Act Sect 16(1)	CEO	Responsibility of complying with the OHS Act assigned by the CEO. CV and legal liability training to be provided
OHS Act Sect 16(2)	Assigned duties (Managers)	Responsibility of complying with the OHS Act assigned to another person/s by the CEO. CV and legal liability training to be provided for appointee
Construction Regulations Sect 8(1)	Construction Manager Responsible on Site	Competent person appointed in writing as Construction Manager with job description. CV detailing competence, legal liability training and risk assessment training to be provided for appointee
Construction Regulations Sect 8(2)	Assistant Construction Manager for above (depending on size of project)	Competent person appointed in writing as Assistant Construction Manager with job description. CV detailing competence, legal liability training and risk assessment training to be provided for appointee
Construction Regulations Sect 8(7)	Construction Supervisor Responsible on Site	Competent person appointed in writing as Construction Supervisor with job description. CV detailing competence, legal liability training and risk assessment training to be provided for appointee
Construction Regulations Sect 8(8)	Assistant Construction Supervisor for above (depending on size of project)	Competent person appointed in writing as Assistant Construction Supervisor with job description. CV detailing competence, legal liability training and risk assessment training to be provided for appointee
OHS Act Sect 17 & 18 General Administrative Regulations Sect 6 & 7	Designation of Health and Safety Representatives	More than 20 employees - one OHS Representative, one additional OHS Rep. for each 50 employees or part thereof. Designation in writing, period and area of responsibility specified in terms of GAR 6 & 7 Meaningful OHS Rep. reports. Reports actioned by Management.
OHS Act Sect 19 & 20 General	Health and Safety Committee/s	OHS Committee/s established. All OHS Reps shall be members of OHS Committees Additional members are appointed in writing.

OHS Act/ Regulations Section	Subject	Requirements
Administrative Regulations Sect 5		Meetings held monthly; Minutes kept. Actioned by Management.
OHS Act Sect 37(1) & (2)	Agreement with Mandataries/ (Sub-) Contractors	Written agreement with (Sub)Contractors List of (Sub) Contractors displayed. Proof of Registration with Compensation Insurer/Letter of Good Standing Construction Supervisor designated Written arrangements re. OHS Reps & OHS Committee Written arrangements re. First Aid
OHS Act Sect 24 General Administrative Regulations Sect 8 COID Act Sect 38, 39 & 41	Reporting of Incidents (Dept. of Labour)	Incident Reporting Procedure displayed. All incidents in terms of Sect. 24 reported to the Provincial Director, Department of Labour, within 3 days. (Annexure 1) (WCL 1 or 2) and to the Client and/or its Agent on its behalf Cases of Occupational Disease Reported Copies of Reports available on-Site Record of First Aid injuries kept
General Administrative Regulations Sect 9	Investigation and Recording of Incidents	All injuries which resulted in the person receiving medical treatment other than first aid, recorded, and investigated by an investigator designated in writing. Copies of Reports (Annexure 1) available on Site Tabled at OHS Committee meeting Action taken by Site Management.
Construction Regulations Sect 10	Fall Prevention & Protection	Competent person appointed to draw up and supervise the Fall Protection Plan Proof of appointees' competence available on Site Risk Assessment carried out for work at heights Fall Protection Plan drawn up/updated Available on Site Employees medically examined for physical & psychological fitness. Employees working at heights medically examined for physical & psychological fitness by and be in possession of valid medical (issued by Occupational Health Practitioner) certificate Valid Medical Certificates to be available on the site safety file.
		Valid working at heights certificates to be available for all employees working at heights.
Construction Regulations Sect 11	Structures	Information re. the structure being erected received from the Designer including: - geo-science technical report where relevant - the design loading of the structure - the methods & sequence of construction - anticipated dangers/hazards/special measures to construct safely Risk Assessment carried out Method statement drawn up All above available on Site

OHS Act/ Regulations Section	Subject	Requirements
		Structures inspected before each shift. Inspections register kept
Construction Regulations Sect 12	Temporary Works	Competent person appointed in writing to supervise erection, maintenance, use and dismantling of Support & Formwork Design drawings available on site Risk Assessment carried out Support & Formwork inspected: - before use/inspection - before pouring of concrete - daily whilst in place - before stripping/dismantling - Inspection register kept
Construction Regulations Sect 16	Scaffolding	Competent persons appointed in writing to: - erect scaffolding (Scaffold Erector/s) - act as Scaffold Team Leaders - inspect Scaffolding weekly and after inclement weather (Scaffold Inspector/s) Written Proof of Competence of above appointees available on Site Copy of SANS 085 available on-Site Risk Assessment carried out Inspected weekly/after bad weather. Inspection register/s kept
Construction Regulations Sect 13	Excavations	Competent person/s appointed in writing to supervise and inspect excavation work Written Proof of Competence of above appointee/s available on Site Risk Assessment carried out Inspected: - before every shift - after any blasting - after an unexpected fall of ground - after any substantial damage to the shoring - after rain. Inspections register kept Method statement developed where explosives will be/ are used
Construction Regulations Sect 22 Driven Machinery Regulations Sect 18 & 19	Cranes & Lifting Machines Equipment	Competent person appointed in writing to inspect Cranes, Lifting Machines & Equipment Written Proof of Competence available on Site. Cranes & Lifting tackle identified/numbered Register kept for Lifting Tackle Logbook kept for each individual Crane Inspection: - All cranes - daily by operator - Other cranes - annually by competent person - Lifting tackle (slings/ropes/chain slings etc.) - daily or before every new application
Construction Regulations Sect	Inspection & Maintenance of Electrical Installation &	Competent person appointed in writing to inspect/test the installation and equipment.

OHS Act/	Subject	Requirements
Regulations Section		
24 Electrical Machinery Regulations Sect 9 & 10 Electrical Installation Regulations	Equipment (including portable electrical tools)	Written Proof of Competence of above appointee available on Site. Inspections: - Electrical Installation & equipment inspected after installation, after alterations and quarterly. Inspection Registers kept Portable electric tools, electric lights and extension leads must be uniquely identified/numbered. Daily visual inspection by User/Issuer/Store man. Register kept.
Construction Regulations Sect 28 General Safety Regulations Sect 8(1)(a)	Designation of Stacking & Storage Supervisor.	Competent Person/s with specific knowledge and experience designated to supervise all Stacking & Storage Written Proof of Competence of above appointee available on Site
Construction Regulations Sect 29 Environmental Regulations Sect 9	Designation of a Person to Coordinate Emergency Planning and Fire Protection	 Person/s with specific knowledge and experience designated to coordinate emergency contingency planning and execution and fire prevention measures Emergency Evacuation Plan developed: Drilled/Practiced Plan & Records of Drills/Practices available on Site Fire Risk Assessment carried out All Fire Extinguishing Equipment identified and recorded on a register. Inspected weekly and an Inspection Register kept. All fire equipment must be serviced annually.
General Safety Regulations Sect 3	First Aid	Every workplace must be provided with enough First Aid boxes. (Required where 5 persons or more are employed). First Aid must be readily available at no charge. The First Aid box must be equipped as GSR 3 requires. Name of the First Aider must be displayed with the contact number. Competency for the first aider must be valid and filed. Location of First Aid box/es clearly indicated. Signs instructing employees to report all Injuries/illness including first aid injuries must be displayed. This must also be communicated during the employee induction.
General Safety Regulations Sect 2	Personal Protective Equipment (PPE)	PPE Risk Assessment carried out Items of PPE prescribed/use enforced Records of Issue kept Undertaking by Employee to use/wear PPE.

OHS Act/ Regulations Section	Subject	Requirements
		PPE remain property of Employer, not to be removed from premises GSR 2(4)
General Safety Regulations Sect 9	Inspection & Use of Welding/Flame Cutting Equipment	Competent Person/s with specific knowledge and experience designated to Inspect Electric Arc, Gas Welding and Flame Cutting Equipment Written Proof of Competence of above appointee available on Site All new vessels checked for leaks, leaking vessels NOT taken into stock but returned to supplier immediately Equipment identified/numbered and entered into a register Equipment inspected weekly. Inspection Register kept Separate, purpose made storage available for full and empty vessels
Hazardous Chemical Substances (HCS) Regulations Construction Regulations Sect 23	Control of Storage & Usage of HCS and Flammables	Competent Person/s with specific knowledge and experience designated to Control the Storage & Usage of HCS (including Flammables) Written Proof of Competence of above appointee available on Site Risk Assessment carried out Register of HCS kept/used on Site Separate, purpose made storage available for full and empty containers
Pressure Equipment Regulations	Pressure Equipment	Competent Person/s with specific knowledge and experience designated to supervise the use, storage, maintenance, statutory inspections & testing of Pressure Equipment
		Written Proof of Competence of above appointee available on Site
		Risk Assessment carried out
		Certificates of Manufacture available on Site
		Register of Pressure Equipment on Site
		Inspections & Testing by Approved Inspection Authority (AIA):
		 after installation/re-erection or repairs every 36 months. Register/Log kept of inspections, tests. Modifications & repair
Construction Regulations Sect 23	Construction Vehicles & Earth Moving Equipment	 Operators/Drivers appointed to: Carry out a daily inspection prior to use Drive the vehicle/plant that he/she is competent to operate/drive

OHS Act/ Regulations Section	Subject	Requirements
		Written Proof of Competence of above appointee available on Site. Record of Daily inspections kept
General Safety Regulations Sect 13A	Inspection of Ladders	Competent person appointed in writing to inspect Ladders. Ladders must be inspected on arrival, before every use and recorded on a register monthly. Application of the types of ladders (wooden, aluminium etc.) regulated by training and inspections and noted in register
General Safety Regulations Sect 13B	Ramps	Competent person appointed in writing to Supervise the erection & inspection of Ramps. Inspection register kept. Daily inspected and noted in register

Construction Regulations	RECORD TO BE KEPT	Responsible Person	
3	Application for Construction work permit to Provincial Director – Annexure 1 Available on-site Unique number displayed conspicuously at entrance - NOT APPLICABLE	Client	
4	Notification to Provincial Director – Annexure 2 7 days before work commences. Proof of submission to be available on file	Principal Contractor	
7(1)	Copy of Principal contractor's Plan. Available on request & onsite	Principal Contractor	
7(2)(a)	Copy of Principal contractor's Plan. As well as each Contractor's Plan, available on request	Principal Contractor	
7(2)(d)	File opened and kept on site (including all documentation required in terms of The Act & Regulations). Available on request	Principal Contractor	
7(1)(f)	Consolidated File handed to Client on completion of Construction work. To include all documentation required in terms of The Act & Regulations and records of all drawings, designs, materials used and similar information on the structure	Principal Contractor	
7(1)(f)	Comprehensive and Updated List of all Contractors on site, the agreements between the parties and the work being done included in the File and available on request	Principal Contractor	
7(1)(g)	Ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner in the form of annexure 3. Working at heights/confined space/construction vehicle operators to be identified on the annexure 3 to ensure medically fit to conduct work	Principal Contractor/s & Contractor/s	
9(6)	Risk Assessment - Available on site for inspection	Principal Contractor	

Construction Regulations	RECORD TO BE KEPT	Responsible Person
10(1)(b)	Construction Manager [CR 8(1)] has latest updated version of Fall Protection Plan [CR 10(1)]	Principal Contractor
5(1)(d)	Inform Contractor in writing of dangers and hazards relating to construction work	Designer of Structure
5(2)(c)	All drawings pertaining to the design of structure On site available for inspection	Principal Contractor
11(2)(b)	Record of inspections of the structure [First 2 years – once every 6 months, thereafter yearly] - Available on request	Owner of Structure
11(2)(d)	Maintenance records - safety of structure - Available on request	Owner of Structure
12(3)(c)	Drawings pertaining to the design of Temporary Works structure - Kept on site, available on request	Principal Contractor
13(2)(h)	Record of excavation inspection - On site available on request	Principal Contractor
23(1)(k)	Findings of daily inspections (prior to use) of Construction Vehicles and Mobile Plant	Principal Contractor
24(d)	Record of temporary electrical installation inspections [once a week] and electrical machinery [daily before use] in a register and kept on site	Principal Contractor
29(I)	Fire Evacuation Plan	Principal Contractor

b. Education and Training

Subject	Requirement	
Company	Policy signed by CEO and published/Circulated to Employees Policy displayed	
OHS Policy	on Employee Notice Boards	
Sect 7(1)	Management and employees committed.	
Company/Site OHS Rules Sect 13(a)	Rules published Rules displayed on Employee Notice Boards Rules issued and employees effectively informed or trained: written proof Follow-up to ensure employees understand/adhere to the policy and rules.	
Induction &	All new employees receive OHS Induction Training. Training includes	
Task Safety	Task Safety Instructions.	
Training Sect	Employees acknowledge receipt of training.	
13(a)	Follow-up to ensure employees understand/adhere to instructions.	
General OHS	All current employees receive specified OHS training: written proof	
Training Section	Operators of Plant & Equipment receive specified training Follow-up to	
13(a)	ensure employees understand/adhere to instructions.	
OHS Promotion	Incident Experience Board indicating e.g. * No. of hours worked without an Injury * No. of days worked without an Injury Mission, Vision and Goal Star Grading - Board kept up to date. Safety Posters displayed & regularly changed Employee Notice Board for OHS Notices. Site OHS Competition. Company OHS Competition. Participation in Regional OHS Competition Suggestion scheme.	

c. Public Safety, Security Measures & Emergency Preparedness

Subject	Requirement
Notices & Signs	Notices & Signs at entrances / along perimeters indicating "No Unauthorised Entry". Notices & Signs at entrance instructing visitors and non - employees what to do, where to go and where to report on entering the site/yard with directional signs. e.g., "Visitors to report to Office" Notices & Signs posted to warn of overhead work and other hazardous activities. e.g., General Warning Signs Construction work permit displaying permit number at main entrance
Site Safeguarding	Additional safety precautions should be incorporated where scaffold or any other type of temporary work is erected close to public walkways to prevent the public entering an area or to protect the public from falling objects. Where overhead work is being performed in public areas, the erection of cantilever scaffolding with netting or enclosed public tunnels will be required to protect members of the public passing / entering the site. Methods to attain this should include but not be limited to securing tools, exclusion zones, scaffold fans, temporary roof structures, Nets, Canopies, Platforms, etc.
Security Measures	Access control measures/register in operation Security patrols after hours during weekends and holidays Sufficient lighting after dark Guard has access to telephone/ mobile/other means of emergency communication
Emergency Preparedness	Emergency contact numbers displayed and made available to Security & Guard Emergency Evacuation instructions posted up on all notice boards (including employees' notice boards) Emergency contingency plan available on site/in yard Doors open outwards/unobstructed Emergency alarms audible all over (including in toilets)
Emergency Drill & Evacuation	Adequate No. of employees trained to use Fire Fighting Equipment. Emergency Evacuation Plan available displayed and practiced. (See Section 1 for Designation & Register)

d. Personal Protective Equipment

Subject	Requirement
PPE needs analysis	Need for PPE identified and prescribed in writing. PPE remain property of Employer, not to be removed from premises GSR 2(4)
Head Protection	All persons on site to wear Safety Helmets including Sub- contractors and Visitors (where prescribed) (All areas where working at heights taking place, all employees in vicinity, either at elevated areas or ground work in same area to wear hard hats. Workers at height to have a hard hat with a chin strap.
Foot Protection	All employees on site wear Safety Shoe with steel tips. including Gumboots for concrete / wet work and non-slip shoes for roof work. Visitors to wear the same upon request or where prescribed (visitors to site office alone may be permitted with a minimum requirement of a closed leather shoe.

Subject	Requirement
Eye and Face Protection	Eve and Face (also Hand and Body) Protection (Goggles, Face Shields, Welding Helmets etc.) used when operating the following: * Jack/ Kango Hammers * Angle / Bench Grinders * Electric Drills (Overhead work into concrete / cement / bricks * Explosive actuated fastening device * Concrete Vibrators / Pokers * Hammers & Chisels * Cutting / Welding Torches * Cutting / Welding Torches * Cutting Tools and Equipment * Guillotines and Benders * Shears * Sanders and Sanding Machines * CO2 and Arc Welding Equipment * Skill / Bench Saws * Spray Painting Equipment etc.
Hearing Protection	Hearing Protectors (Muffs, plugs etc.) used when operating the following: * Jack / Kango Hammers * Explosive actuated fastening device * Wood/Aluminum Working Machines e.g., saws, planers, routers
Hand Protection	Protective Gloves worn by employees handling / using: * Cement / Bricks / Steel / Chemicals * Welding Equipment * Hammers & Chisels * Jack / Kango Hammers etc.
Respiratory Protection	Suitable/efficient prescribed respirators worn correctly by employees handling / using: * Dry cement * Dusty areas * Hazardous chemicals * Angle Grinders * Spray Painting etc.
Fall Prevention Equipment	Suitable Safety Belts / Fall Arrest Equipment correctly used by persons working on / in unguarded, elevated positions e.g.: * Scaffolding * Riggers * Lift shafts * Edge work * Ring beam edges etc. Other methods of fall prevention applied e.g., catch nets Harnesses to have anchor point. Lifelines to be installed and inspected at regular intervals. Harnesses to have valid quarterly inspection certificates available on site
Protective Clothing	All jobs requiring protective clothing (Overalls, Rain Wear, Welding Aprons etc.) Identified and clothing worn.
PPE Issue & Control	Identified Equipment issued free of charge. All PPE maintained in good condition. (Regular checks). Workers instructed in the proper use & maintenance of PPE. Commitment obtained from the wearer accepting conditions and to wear the PPE. Record of PPE issued kept on OHS File. PPE remain property of Employer, not to be removed from premises GSR 2(4)

e. Housekeeping

Subject	Requirement
Scrap Removal	All items of Scrap/Unusable Off cuts/Rubble and redundant material removed
System	from working areas on a regular basis. (Daily)
	Scrap/Waste removal from heights by chute/hoist/crane.
	Nothing thrown/swept over sides.
	Scrap disposed of in designated containers/areas
	Removal from site/yard on a regular basis.

Stacking & Storage (See Section 1 for Designation & Register)	Stacking: *Stable, on firm level surface/base. *Prevent leaning/collapsing *Irregular shapes bonded *Not exceeding 3x the base *Stacks accessible *Removal from top only. Storage: *Adequate storage areas provided. *Functional – e.g., demarcated storage areas/racks/bins etc. *Special areas identified and demarcated e.g., flammable gas, cement etc. *Neat, safe, stable, and square. *Store/storage areas clear of superfluous material. *Storage behind sheds etc. neat/under control. *Storage areas free from weeds, litter etc.
Waste Control /Reclamation	Reusable off-cuts and other reusable material removed daily and kept to a minimum in the work areas. All re-usable materials neatly stacked/stored in designated areas. (Nails removed/bent over in re-usable timber). Issue of hardware/nails/screws/cartridges etc. controlled and return of unused items monitored.

f. Working at Heights/Elevated positions (including Roof Work)

Subject	Requirement
Openings	Unprotected openings adequately guarded/fenced/barricaded/catch nets installed Roof work discontinued when bad/hazardous weather Fall protection measures (including warning notices) when working close to edges or on fragile roofing material Covers over openings in roof of robust construction/secured against displacement
Working at height	All workers working at heights are in possession of a valid medical certificate (issued by Occupational Health Practitioner) All workers working at heights have undergone Fall arrest training as well as fall rescue training. Persons may only work from a fall risk position if: A working at heights risk assessment has been completed for the work to be conducted. A safe work procedure/task analysis and work instruction, approved by a competent person, is in place; A fall rescue plan, along with necessary equipment and trained rescuers, is in place; Appropriate training, as determined by the risk assessment, has been provided; and Appropriate height safety equipment and personal protective equipment have been issued to the individuals

g. Scaffolding/Temporary Works

Subject	Requirement
Access/System Scaffolding	Foundation firm /stable Sufficient bracing. Tied to Structure/prevented from side or cross movement Platform boards in good condition/sufficient/secured. Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs Complying with OHS Act/SABS 085
Free Standing Scaffolding	Foundation firm /stable Sufficient bracing. Platform boards in good condition/sufficient/secured. Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs Height to base ratio correct Outriggers used /tied to structure where necessary Complying with OHS Act/SANS 085
Mobile Scaffolding	Foundation firm /stable Sufficient bracing. Platform boards in good condition/sufficient/secured. Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs
Mobile Scaffolding	Wheels / swivels in good condition Brakes working and applied. Height to base ratio correct. Outriggers used where necessary Complying with OHS Act/SANS 085
Suspended Scaffolding	Outriggers securely supported and anchored. Correct No. of steel wire ropes used. Platform as close as possible to the structure. Handrails on all sides All winches / ropes / cables / brakes inspected regularly and replaced as prescribed Scaffolding complies with OHS Act (Act 85/93) Winch(es) maintained by competent person(s)
Temporary Works	All components are in good condition. Foundation firm / stable. Adequate bracing / stability ensured. Good workmanship / uprights straight and plumb. Good cantilever construction. Safe access provided. Areas under support work tidy. Same standards as for system scaffolding.
Special Scaffolding	Special Scaffolding e.g., Cantilever, Jib and Truss-out scaffolds erected to an acceptable standard and inspected by specialists.
Edges & Openings	Edges barricaded to acceptable standards. Manhole openings covered / barricaded. Openings in floor / other openings covered, barricaded/fenced. Stairs provided with handrails. Lift shafts barricaded / fenced off.

h. Ladders

	Subject	Requirement
	Physical Condition / Use & Storage	 Step Ladders - hinges/stays/braces/stiles in order. Extension ladders - ropes/rungs/stiles/safety latch/hook in order. Extension / Straight ladders secured or tied at the bottom / top. No joined ladders used Wooden ladders are never painted except with varnish Aluminium ladders NOT to be used with electrical work All ladders stored on hooks / racks and not on ground. Ladders protrude 900 mm above landings / platforms / roof. Fixed ladders higher than 5 m have cages/Fall arrest system

i. Electrical

Subject	Requirement
Electrical Distribution	Colour coded / numbered / symbolic sign displayed. Area in front kept clear
Boards & Earth	and unobstructed.
Leakage	Fitted with inside cover plate / openings blanked off / no exposed "live"
	conductors / terminals/Door kept closed Switches / circuit breakers identified. Earth leakage protection unit fitted and operating.
	Tested with instrument: Test results within 15 – 30 milliamps
	· · · · · · · · · · · · · · · · · · ·
	Aperture/Opening/s provided for the plugging in, and removal of extension
	leads without the need to open the door Apertures and openings used for
	extension leads to be protected against the elements and especially rain
Electrical Installations	Temporary wiring / extension leads in good condition / no bare or exposed
& Wiring	wires.
	Earthing continuity / polarity correct:
	Cables protected from mechanical damage and moisture. Correct loading
	observed e.g., no heating appliance used from lighting circuit etc.
	Light fittings/lamps protected from mechanical damage/moisture.
	Cable arrestors in place and used inside plugs
Physical condition of	Electrical Equipment and Tools: (includes all items plugging in to a 16 Amp
Electrical Appliances &	supply socket)
Tools	Insulation / casing in good condition.
	Earth wire connected/intact where not of double insulated design
	Double insulation marks indicate that no earth wire is to be connected.
	Cord in good condition/no bare wires/secured to machine & plug.
	Plug in good condition, connected correctly and correct polarity.

j. Emergency Preparedness and Fire Prevention/Protection

Subject	Requirement
Fire Extinguishing	Fire Risks Identified and on record
Equipment	The correct and adequate Fire Extinguishing Equipment available for:
	* Offices
	* General Stores
	* Flammable Store
	* Fuel Storage Tank/s and catchment well
	* Gas Welding / Cutting operations
	* Where flammable substances are being used / applied.
	* Equipment Easily Accessible
Maintenance	Fire equipment checked minimum monthly, serviced yearly
Location & Signs	Fire Extinguishing Equipment:
	* Clearly visible
	* Unobstructed
	* Signs posted including "No Smoking" / "No Naked Lights" where
	required. (Flammable store, Gas store,
	Fuel tanks etc.)
Storage Issue &	Storage Area provided for flammables with suitable doors, ventilation, bund
Control of Flammables	etc.
(incl. Gas cylinders	Flammable store neat / tidy and no Class A combustibles. Decanting of
	flammable substances carried out in an ignition free and adequately ventilated
	area. Container bonding principles applied
	Only sufficient quantities issued for one task or one day's usage
	Separate, special gas cylinder store/storage area.
	Gas Cylinders stored / used / transported upright and secured in
	trolley/cradle/structure and ventilated.

Subject	Requirement
	Types of Gas Cylinders clearly identified as well as the storage area and stored separately.
	Full cylinders stored separately from empty cylinders. All valves, gauges, connections, threads of all vessels to be checked regularly for leaks. Leaking acetylene vessels to be returned to the supplier IMMEDIATELY.

k. Excavations

Subject	Requirement
Excavations (As contemplated in	Shored / Braced to prevent caving / falling in. Provided with an access ladder.
section 1 of Construction	Excavations guarded/barricaded/lighted after dark in public areas Soil dumped at least 1 m away from edge of excavation
Regulation 2014)	On sloping ground soil dumped on lower side of excavation All excavations are subject to daily inspections

I. Tools

Subject	Requirement
Hand Tools	Shovels / Spades / Picks:
	 * Handles free from cracks and splinters * Handles fit securely
	* Working end sharp and true Hammers:
	* Good quality handles, no pipe or reinforcing steel handles.
	 * Handles free from cracks and splinters * Handles fit securely Chisels:
	* No mushroomed heads / heads chamfered
	* Not hardened
	* Cutting edge sharp and square Saws:
	* Teeth sharp and set correctly
	* Correct saw used for the job

m. Cranes

Subject	Requirement
Mobile Crane	Only operated by trained authorised operator with valid certificate of training Rear view mirrors Windscreen visibility good Windscreen wipers effectively operating Indicators operational Hooter workingTyres safe/sufficient tread/pressure visibly sufficient No missing Wheel nuts Headlights, taillights operational Reverse alarm working and audible and known by all employees Grease nipples and grease on all joints No Oil leaks Hydraulic pipes visibly sound/no leaks No corrosion on Battery terminals Boom visibly in good condition/no apparent damage Cable/sheaves greased/no visible damage/split wires/corrosion and checked daily Brakes working properly

Crane hook: Throat pop marked/safety latch fitted/functional SWL/MML
displayed
By-pass valves operational
Deflection chart displayed/visible to operator/driver
Outriggers functional used

n. Transport and Materials Handling Equipment

Subject	Requirement
Site Vehicles	 All Site Vehicles, Dumpers, Bobcats, Loaders etc; checked daily before use by driver / operator. Inventory of vehicles used/operated on-site Inspection by means of a checklist / result recorded. No persons riding on equipment not designed or designated for passengers. Site speed limit posted, enforced, and not exceeded. Drivers / Operators trained / licensed and carrying proof. No unauthorized persons allowed to drive / operate equipment.

o. Site Plant and Machinery

Subject	Requirement
Brick Cutting Machine	Operator Trained. Only authorised persons use the machine. Emergency stop-switch clearly marked and accessible. Area around the machine dry and slip/trip free/clear of off-cuts All moving drive parts guarded/electrical supply cable protected Operator using correct PPE - eye/face/hearing/foot/hands/body.
Electric Arc Welder	 Welder Trained. Only authorised / trained persons use welders. Earth cable adequately earthed to work. Electrode holder in good condition/safe Cables, clamps & lugs/connectors in good condition. Area in which the welding machine is used is dry/protected from wet. Welder using correct PPE - eye/ face/foot/body/respirator. Correct transparent screens & warning signs placed
Woodworking Machines	Operators Trained. Only authorised persons use machines. Provided with guards. Guards used. Operators using correct PPE - eye/face/feet/hearing Circular saws strictly operated according to prescribed methods and settings Only prescribed saw blades (crosscut, ripping blade, smooth cut, aluminium) shall be used for various applications
Compressors	Relief valves are correctly set and locked / sealed. Maximum Safe Working Pressure (MSWP) indicated on the face of the pressure gauge: not on glass cover. All drives are adequately guarded. Receiver/lines drained daily Hoses good condition/clamped, not wired

Subject	Requirement
	Compressed air NEITHER used to dust off clothing/PPE/ and work areas NOR on bare skin
Concrete Mixer	Top platform provided with guardrails.Dust abatement methods in use.Operators using correct PPE - eye / hands / respirators.All moving drive parts are guarded.Emergency stops identified / indicated and accessible.Area kept clean/dry/and free from tripping and slipping hazards.Operators' overseer identified and crane signals displayed and used.
Gas Welding / Flame Cutting Equipment	 Only authorised/trained persons use the equipment. Torches and gauges in good condition. Flashback arrestors fitted at cylinders and gauges. Hoses in good condition/correct type/all connections with clamps Cylinders stored, used, and transported in upright position, secured in trolley / cradle / to structure. All cylinders regularly checked for leaks, leaking cylinders returned immediately Fire prevention/control methods applied/hot work permits

p. Plant and Storage Yard/Site Workshop

Subject	Requirements
OHS Act Sect 8(2)(1) General Machinery Regulations Sect 2(1): Supervision of the Use & Maintenance of Machinery	Person/s with specific knowledge and experience designated in writing to Supervise the Use & Maintenance of Machinery Critical items of Machinery identified/numbered/placed on register/inventory Inspection/maintenance schedules for above mentioned Inspections/maintenance carried out to above schedules Results recorded
General Machinery Regulations Sect 9(2): Notices re. Operation of Machinery	Schedule D Notice posted in Work areas
Pressure Equipment Regulations Sect 13(1)(b): Supervision of the Use & Maintenance of Pressure Equipment	Person/s with specific knowledge and experience designated in writing to Supervise the Use & Maintenance of Pressure Equipment Pressure Equipment identified/numbered/placed on register/Manufacturers plate intact Inspection/maintenance schedules for above mentioned Inspections/maintenance carried out to above schedules Results recorded/Test certificates available
Lock-out Procedure	Lock-out procedure in operation
Ergonomics	Ergonomics survey conducted – results on record Survey results applied
Demarcation & Colour Coding	Demarcation principles applied All services, pipes, electrical installation, stop-start controls, emergency controls etc. colour coded to own published or SABS standard Employees trained to identify colour coding

Subject	Requirements
Portable & Bench Grinders	Area around grinder clear/trip/slip free Bench grinders mounted securely/grinder generally in good condition/No excessive vibration On/Off switch/button clearly demarcated/accessible Adequate guards in place Tool rest – secure/square/max. 2 mm gap, perpendicular to drive shaft Stone/disk - correct type and size/mounted correctly/dressed Use of Eye protection enforced
Battery Storage & Charging	Adequately ventilated, ignition free room/area/no smoking sign/s Batteries placed on rubber/wooden surface Emergency shower/eye wash provided No acid storage in area Prescribed methods in place and adhered to when charging batteries
Ancillary Lifting Equipment	Lifting device consisting of one or more pulley blocks reeved with fibre ropes, used solely for the raising and lowering of a load or for moving it horizontally, but does not include chain blocks, lever hoists or steel- wire rope pullers/Tirfors/jacks/mobile gantries etc. identified/numbered on register Ropes in good condition/links no excessive wear/checked daily Lifting hooks – throat pop marked/safety latch fitted SWL/MML marked/displayed
Presses/Guillotines/ Shears	Only operated by trained/authorised persons Interlocks/lockouts fitted/PPE worn or used at all times
Competent person (for inspection purposes)	Means a person who has the knowledge, training, experience, and qualifications specific to the work performed: provided that where appropriate qualifications and training are registered in terms of the provisions of the South African Qualifications Authority Act, 1995, those qualifications and that training shall be deemed to be the required qualifications and training

q. Workplace Environment, Health and Hygiene

Subject	Requirement
Lighting	Adequate lighting in places where work is being executed e.g., stairwells and
	basements.
	Light fittings placed / installed causing no irritating/blinding glare.
	Stroboscopic effect eliminated (not only reduced) where moving objects or
	machinery is used
Ventilation	Adequate ventilation / extraction / exhausting in hazardous areas e.g.,
	chemicals / adhesives / welding / petrol
	or diesel/ motors running and in confined spaces / basements.
Noise	Tasks identified where noise levels exceed 85 dB(A) at any one time.
	All reasonable steps taken to reduce noise levels at the source. Hearing
	protection used where noise levels could not be reduced to below 85 dB(A).
Heat Stress	Measures in place to prevent heat exhaustion in heat stress problem areas
	e.g., steel decks, when the WBGT index reaches
	30. (See Environmental Regulation 4)
	Cold drinking water is readily available.
Ablutions	Sufficient hygiene facilities provided - 1 toilet per 30 employees (National
	Building Regulations prescribe chemical toilets for Construction sites)
	Toilet paper available.
	Sufficient showers provided.

Subject	Requirement
	Facilities for washing hands provided Soap/cleaning agent available for washing hands
	Means of drying hands available
	Lock-up changing facilities / area provided.
	Ablution facilities kept hygienic and clean.
Eating/Cooking	Adequate storage facilities provided.
Facilities	Weather protected eating area provided, separate from changing area Refuse bins with lids provided. Facilities kept clean and hygienic.
Dollution of	
Pollution of Environment	Measures in place to minimize dust generation. Accumulation or littering of empty cement pockets, plastic wrapping / bags, packing materials etc. prevented.
	Spillage / discarding of oil, chemicals and diesel into storm water and other drains or into existing or newly dug holes/cavities on site expressly prohibited.
Hazardous Chemical Substances	All substances identified and list available e.g., acids, flammables, poisons etc.
	Material Safety Data Sheets (MSDS) indicating hazardous properties and emergency procedures in case of incident on file and readily available. Substances stored safely. Expiry dates meticulously checked where applicable

15. PRINCIPAL CONTRACTOR'S GENERAL DUTIES

- a. The Principal Contractor will always ensure his status of an "employer" as referred to in The Act, and will abide by their responsibilities, duties, and functions as per the requirements of The Act and Regulations with specific reference to Section 8 of The Act.
- b. The Principal Contractor will keep, and on demand make available, a copy of The Act on site always and, in addition to that, will introduce and maintain a file titled "Health and Safety File", or other record in permanent form, which shall contain all relevant aspects and information as contemplated in the Construction Regulations and this Health and Safety Specification. The Principal Contractor will make this file available to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), whenever necessary or on request to an interested party.

16. PRINCIPAL CONTRACTOR'S SPECIFIC DUTIES

- a. The Principal Contractor's specific duties in terms of this Health and Safety Specification are detailed in the Construction Regulations.
- b. The Principal Contractor is specifically referred to the following elements of the Construction Regulations, but not limited to only these Regulations:
 - i. Regulations No. 1: Definitions
 - ii. Regulations No. 2: Scope of Application
 - iii. Regulations No. 3: Application for construction work permit.
 - iv. Regulations No. 4: Notification of Construction Work
 - v. Regulations No. 7: Principal Contractor and Contractor
 - vi. Regulations No. 8: Supervision of Construction Work
 - vii. Regulations No. 9: Risk Assessment
 - viii. Regulations No. 28: Stacking & Storage on Construction Site
 - ix. Regulations No. 28: Construction employees' facilities
 - x. Regulations No. 32: Approved Inspection Authorities
 - xi. Regulations No. 33: Offences and Penalties
- c. The Principal Contractor shall ensure compliance to The Act and its Regulations and specifically to the above Regulations and document each record in the File.

17. THE PRINCIPAL CONTRACTOR'S SPECIFIC RESPONSIBILITIES WITH REGARD TO HAZARDOUS ACTIVITIES

- a. The following activities are identifiable as hazardous in terms of the Construction Regulations. The Principal Contractor shall execute the activities in accordance with the following Construction Regulations and other applicable Regulations of The Act:
 - i. Regulation No. 10: Fall protection
 - ii. Regulation No. 11: Structures
 - iii. Regulation No. 12: Temporary Works
 - iv. Regulation No. 13: Excavation work
 - v. Regulation No. 16: Scaffolding
 - vi. Regulation No. 22: Cranes
 - vii. Regulation No. 23: Construction vehicles & mobile plant
 - viii. Regulation No. 24: Electrical installations and machinery on construction sites
 - ix. Regulation No. 25: Use and temporary storage of flammable liquids on construction sites
 - x. Regulation No. 27: Housekeeping on construction sites
 - xi. Regulation No. 29: Fire precautions on construction sites
 - This list must not be taken to be exclusive nor exhaustive!
- b. All the above requirements will be read in conjunction with the relevant Regulations and OHS standards as required by The Act. All documents and records required by the Construction Regulations will be kept in the File and will be made available at any time when required by CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), or on request to an interested party.

18. GENERAL NOTES TO THE PRINCIPAL CONTRACTOR

- a. Legal Framework: Legal Obligations
 - i. The more important Acts and relevant subordinate/secondary legislation as well as other (Local Government) legislation that also apply to the State as well as to State owned buildings and premises:
 - 1. The latest issue of SANS 0142: "Code of Practice for the Wiring of Premises"
 - 2. The Local Government Ordinance 1939 (Ordinance 17 of 1939) as amended and the municipal by-laws and any special requirements of the local supply authority.
 - 3. The Fire Brigade Services Act 1987, Act 99 of 1987 as amended.
 - 4. The National Building Regulations and Building Standards Act 1977 (Act 103 of 1977) as amended and relevant proclaimed Regulations (SANS 10400, published November 2010).
 - 5. The Post Office Act 1958 (Act 44 of 1958) as amended.
 - 6. The Electricity Act 1984, Act 41 of 1984.
 - 7. The Regulations of Local Gas Board(s), including Publications of the SANS Standards and Codes of Practice, with specific reference to GNR 17468 dated 4 October 1997.
 - 8. Legislation pertaining to water usage and the environment.
 - 9. Legislation governing the use of equipment, which may emit radiation (e.g., X-Rays etc.).
 - 10. Waste Information Regulations (GN R625, 2012)
 - 11. Common Law
- b. Legal Liabilities
 - i. Common Law and Legislation is based on two main criteria
 - 1. Would the reasonable person have foreseen the hazard? (That is a reasonable person in that specific position, taking experience, qualifications, authority, position in the organization etc. into consideration).
 - 2. Would the reasonable person have taken precautionary measures (action) to prevent or limit the hazard?
 - ii. Negligence can be proven on failure on any or both above criteria (There may not necessarily be a relationship between criminal and civil liability!)

19. HOUSEKEEPING

- a. The Principal Contractor will ensure that good housekeeping is always maintained as per Section 27 of the Construction Regulations. Poor housekeeping contributes to three major problems, namely, increased costs, increased accidents, fire hazards and reduction in production. Good housekeeping will enhance production time.
- b. Emphasis is to be placed on the following crucial elements of a construction site:
 - i. Phase priorities and production/plant layout
 - ii. Enclosures
 - iii. Pits, openings, and shoring
 - iv. Storage facilities
 - v. Effective, sufficient, and maintained lighting or illumination
 - vi. Principal sources of injuries e.g., stairways, runways, ramps, loose building material
 - vii. Oil, grease, water, waste, rubble, glass, storm water
 - viii. Colour coding
 - ix. Demarcations
 - x. Pollution
 - xi. Waste disposal
 - xii. Ablution and hygiene facilities
 - xiii. First aid

This list must not be taken to be exclusive or exhaustive!

- c. In promotion of environmental control all waste, rubble, scrap etc, will be disposed of at a registered dump site and records will be maintained. Where it is found to be impractical to use a registered dump site or it is not available, the Principal Contractor will ensure that the matter is brought to record with CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), after which suitable, acceptable alternatives will be sought and applied.
- d. Dross and refuse from metals, and waste matters or by-products whose nature is such that they are poisonous or capable of fermentation, putrefaction or constituting a nuisance shall be treated or disposed of by methods approved of by an inspector.
- e. The Principal Contractor will not require or permit any person to work at night or after hours unless there is adequate, suitable artificial lighting including support services in respect of OHS.

20. LOCKOUT SYSTEMS – ELECTRICAL

- a. A system of control shall be established in order that no unauthorized person can energize a circuit, open a valve, or activate a machine on which people are working or doing maintenance, even if equipment, plant, or machinery is out of commission for any period, thus eliminating injuries and damage to people and equipment as far as is reasonably practicable.
- b. Physical/mechanical lock-out systems shall be part of the safety system and included in training. Lockouts shall be tagged, and the system tested before commencing with any work or repairs.

21. OCCUPATIONAL HEALTH

- a. Exposure of workers to occupational health hazards and risks are very common in any work environment, especially in construction. Occupational health hazards and risks exposure is a major problem and the Principal Contractor [and/or its contractors] is to ensure that proper health and hygiene measures are put in place to prevent exposure to these hazards and risks.
- b. The occupational hazards and risks may enter the body in three ways:
 - i. Inhalation through breathing e.g., cement dust;
 - ii. Ingestion through swallowing maybe through food intake;
 - iii. Absorption through the skin (pores) e.g. painting or use of thinners.
- c. The Principal Contractor [and/or its contractors] is to ensure that where employees are exposed to airborne contaminants, pre-employment medicals should be conducted to ensure fitness to work under such conditions. Tests conducted should include full lung function (Refer to Hazardous Chemical Substances Regulations for more detail).

- d. The Principal Contractor [and/or its contractors] will be responsible for the full cost of medical surveillance that their staff may require; the contractor is therefore required to ensure that all his personnel are medically fit prior to being allowed onto the work site (Refer to Hazardous Chemical Substances Regulations for more detail).
- e. All persons working on the project are to undergo a pre-medical and exit medical. Sufficient time needs to be allocated for these medicals to be done prior to work commencing on site.
- f. Any person normally working on the site and subsequently away from site for more than one month shall be required to undergo another medical upon return.
- g. The Principal Contractor [and/or its contractors] should ensure that Occupational Hygiene surveys are conducted as per the Occupational Health and Safety Act and Regulations to ensure employees are not exposed to hazards. Risk Assessments should identify areas where surveys are to be conducted.

22. GENERAL (important notes for the specific site and working environment)

- a. As the site has employees on the premises, it is important to liaise with the employees at all times, to ensure that all areas of work are safely cordoned off with signage displayed, indicating no entry and other relevant warning signs, when barricading is done PC needs to identify if the barricading is sufficient, if not and if public can easily access high risk areas, interlockable fencing is to be erected.
- b. Continual communication with employees to be in place to discuss schedules compared to construction schedules, ensure that asbestos removal and work is not conducted when employees are occupying the work area.
- c. Construction work schedule needs to accommodate the site movement, activities ect.
- d. The project under control of the Principal Contractor shall be subject to periodic health and safety audits that will be conducted by CSM Engineers, at intervals agreed upon between the Principal Contractor and CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), provided such intervals will not exceed a period of one month. The Principal Contractor is to ensure that they and all persons under their control on the construction site shall adhere to the above specifications, as non- conformance will lead to CSM Engineers and/or its Agents and/or Siyakhatala Safety (OHS Agent), acting as directed by Construction Regulation 4(1)(e). The Principal Contractor should note that they will be held liable for any anomalies including costs and resulting deficiencies due to delays caused by non-conformance and/or non- compliance to this Health and Safety Specification and the Plans based on this Health and Safety Specification.
- e. Should there be any contradiction between this document and the Act, the Act must and always will take preference.

Principal Contractor to forward Project Specific Health and Safety Plan for approval prior to commencing work.

Principal Contractors Vetting This document outlines the submission requirements and other obligations that all contractors working on CSM Engineers sites must comply with to meet legal compliance. Omissions from this document do not relieve the contractor from any of these or other legal obligations.

The contractor should ensure that the following applicable documentation is submitted and accepted by CSM Engineers before commencement of work:

All items are to be completed.

No.	Required Documents	Yes	No	N/A
1	Signed OHS mandatory agreement and appointment of Contractor			
2	Valid letter of good standing			
3	Valid Professional Indemnity Insurance			
4	Did the Contractor receive a copy of the Client health and safety specification?			
5	Site specific health and safety plan			
6	Site specific health and safety file			
7	Signed legal appointments (with relevant proof of competencies)			
8	Risk assessments pertaining to Contractor's scope of works (Rated & Signed off)			
9	Did the Contractor receive a copy of the Safety Plan Assessment Criteria			
10	Fall Protection Plan pertaining to Contractor's scope of works			
11	Valid medical certificate of fitness and competency certificates for operators			
12	Valid medical certificate of fitness for working at heights			
13	Letter of approval and or preferred service provider issued?			

WRITTEN AGREEMENT FOR PRINCIPAL CONTRACTORS

THIS IS IN TERMS OF SECTION 37(2) OF THE

OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 83 OF 1993

BETWEEN:

CSM Engineers

AND

(Mandatory)

WRITTEN AGREEMENT

This is a written agreement between the (employer):

Name of EMPLOYER: CSM Engineers

and the (Mandatory):

Name of the Principal Contractor: _____

in terms Section 37(2) of the Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended.

I, ______(responsible person) representing ______(name of contractor) do hereby acknowledge that is an employer in its own right with duties as prescribed in the Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended and agree to ensure that all work that will be performed, any article or substance that will be produced, processed, used, handled, stored or transported and plant and machinery that will be used, will be done in accordance with the provisions of the said Act.

I furthermore agree to comply with the Health and Safety requirements of CSM Engineers as contained in the documents attached hereto and to liaise with the employer should I, for whatever reason, be unable to perform in terms of this Agreement.

Signed on this _____day of _____

at _____

On behalf of the MANDATORY, _____

Signature: _____

On behalf of the EMPLOYER, CSM Engineers

Signature: _____ (Client)

APPOINTMENT LETTER PRINCIPAL CONTRACTOR

OCCUPATIONAL HEALTH AND SAFETY ACT 85/1993 CONSTRUCTION REGULATIONS 2014

Dear

Company:

Appointment In Terms of Construction Regulation 5

In accordance with the authority delegated to me I hereby appoint you in terms of CONSTRUCTION REGULATION 5(1)(K) of the Occupational Health and Safety Act, Act 85 of 1993 as a PRINCIPAL CONTRACTOR for the site at Kuyasa Horizon Empowerment.

In this capacity you must ensure that the stipulations in terms of the Occupational Health and Safety Act, Act 85 of 1993 and specifically the CONSTRUCTION REGULATIONS 2014 will be always complied with within your area of jurisdiction by:

This includes, but is not limited to, the following duties:

- 1. Notify the Department of Labour as prescribed by the Regulations, if the project falls within the categories for which notification is required.
- 2. Prepare and provide a suitable and sufficiently documented health and safety plan, based on the specifications provided to you, and which must be applied from the date of commencement of and for the duration of the construction work.
- 3. Take reasonable steps to ensure co-operation between all contractors to enable all contractors to comply with the regulations.
- 4. Provide contractors who are making a bid with the health and safety specifications provided by us.
- 5. Appoint a contractor in writing for the part of the project on a construction site. You may only appoint contractors who have the necessary competencies and resources to perform the work safely.
- 6. Reasonably ensure that each contractor's health and safety plan is implemented and maintained. This must include periodic audits as agreed upon with the contractor, but at least every month.
- 7. Stop any contractor from executing construction work that is not in accordance with your or the contractor's health and safety plan or that poses a threat to health and safety.
- 8. Provide every contractor with sufficient health and safety information and resources, if changes are brought about to the design and/or construction, in order to enable the contractor to execute work safely.
- 9. Ensure that each contractor is registered and in good standing with the compensation fund or licensed compensation insurer.
- 10. Ensure that contractors submitting tenders have made provision for the cost of health and safety measures during construction work.
- 11. Discuss and negotiate with the contractor the contents of the health and safety plan and approve the plan of the contractor.
- 12. Ensure that all contractors are informed regarding any hazards as stipulated in the risk assessment before work commences and thereafter at such frequencies as determined by the risk assessment.
- 13. Ensure that copies of your health and safety plan and those of contractors are available on site.
- 14. Hand over a consolidated health and safety file to us upon completion of the construction work. Included in the file must be a record of all drawings, designs, materials used and other similar information concerning the completion of the structure.

- 15. Have available a comprehensive and updated list of all the contractors on site and accountable to you, the agreements between the parties, including the type of work being done by the specific contractor.
- 16. Ensure that all our employees have a valid medical certificate of fitness specific to the construction work to be performed as issued by an occupational health practitioner in the form of Annexure 3.

You must give all the support and aid to your subordinates to ensure that stipulations of the aforementioned act and regulation are complied with. Any deviations of the act to which you cannot comply with must immediately be reported to your chief executive officer and / or the site agent.

This appointment in terms of the Occupational Health and Safety Act, Act 85 of 1993 shall not influence your official designation within the scope of your current employment.

This appointment will be valid from the date of my signature and will remain in force for the duration of the project, or until it is revoked in writing or until your services with the company are terminated for whatever reason.

Print Client CEO Name

Sign Client CEO

Through signing the appointment letter, the signatory acknowledges understanding of, and consents to, the duties imposed by this appointment.

Print Principal Contractor CEO Name

Sign Principal Contractor CEO

Date

Principal Contractor

Client

Date

ANNEXURE 2 Notification of Construction Work

OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 Regulation 4 of the Construction Regulations, 2014

		SITE: Kuyasa Horizon Empowerment		
1.	Prir	Principal Contractor:		
	a.	Compensation registration number:		
	b.	Postal address:		
	f.	Contact person:		
	g.	Contact phone number:		
2.	Clie	ent:		
	a.	Postal address:		
	b.	Contact person:		
	C.	Contact phone number:		
3.	Cor	Construction Manager appointed in terms of regulation 8(1):		
	a.	Name:		
	b.	Contact phone number:		
Exact p	ohysi	cal address of the construction site or site office:		
4.				
5.	Nature of the construction work:			
6.	Expected commencement date:			
7.	Exp	pected completion date:		
8.	Est	Estimated maximum number of persons on the construction site:		
	Tot	al:		

Male: _____

9.	Planned number	of contractors	on the construction	site accountable to	principal contractor:
•••					p

10.	Name(s)) of contractors already chosen.	
	a.		
	b.		
	с.		
	d.		
	e.		
	f.		
	g.		
	h.		
	i		
	j.		
		Principal Contractor	DATE
		Client/Clients Agent	DATE

- THIS DOCUMENT IS TO BE FORWARDED TO THE OFFICE OF THE DEPARTMENT OF LABOUR PRIOR TO COMMENCEMENT OF WORK ON SITE.
- ALL PRINCIPAL CONTRACTORS THAT QUALIFY TO NOTIFY MUST DO SO EVEN IF ANOTHER PRINCIPAL CONTRACTOR ON THE SAME SITE HAD DONE SO PRIOR TO THE COMMENCEMENT OF WORK.



BASELINE RISK ASSESSMENTS

PARTIAL CARE (ECD PROJECT) - KUYASA HORIZON EMPOWERMENT - ERF 2183, KAYAMANDI

SCOPE:

- Replace porch roof structure complete with facias, barge boards, gutters and down pipes
- Replace tiled roof finish and battens complete with facias, barge boards, gutters and down pipes
- Replace asbestos roof sheeting complete with facias, barge boards, gutters and down pipes
- Demolish and replace chimneys
- Install new tensioning wires for gable
- Demolish and rebuilt cracked wall
- Install grey water drainage pipes
- Clean blocked gullies
- Wooden flooring in attic spaces to be replaced including new doors to be installed
- New hand basin to be installed in classroom
- Remove beehive in playground area
- Jungle gym to be made safe
- Electrical installation for Building 1
- Escape Door
- Escape and Protection signage
- Hose reel

Irrespective of the risk presented on site, it will be ensured that sufficient supervision is in place on site, that personnel are trained in accordance with legislation, including the requirement for site specific inductions on site to inform personnel on site of the risks and hazards applicable to the site. Site supervision is responsible for ensuring that the control measures required below are implemented on site.

This Hazard & Risk Assessment report is intended as a guide, which the company uses for the purposes of attempting to reduce the possibility of accidents or ill health occurring.

Considering the constraints of time and resources, every effort has been made to identify the existing hazards and recommend possible solutions. It is not reasonably practicable to expect a single audit to state all hazards or that all other hazards are under control at the time of the audit. This Hazard & Risk Assessment is to be advisory, and the final decisions must be made by the company management. The Risk Assessment should be reviewed on a regular basis as the contract progresses. Any change in the risk factor will have a separate risk assessment conducted.

The Qualitative Risk Assessment is based on the combination of the SEVERITY and LIKELIHOOD associated with each hazard.



HAZARD: Is taken to mean "anything that can cause harm".

RISK: Is "the chance, great or small, that someone will be harmed by the hazard".

CONTROL MEASURES: Control measures stated on the attached sheets are intended to reduce the assessed risk to an acceptable level. Where it is felt that the existing controls are not adequate, additional measures are recommended to rectify this. The Hazard / Risk Assessment will be reviewed at least every year.

GRADE OF RISK		CHARACTERISTICS
High Risk "H″		Possibility of a single fatality or serious injury or of minor injury to several people. Possibility of significant material loss.
Medium Risk	``M″	Possibility of minor injury to a small number of people. Risk of some material loss. The possibility of fatality or serious injury or significant material loss is unlikely although conceivable.
Low Risk	``L ″	The possibility of injury or material loss is unlikely, although conceivable.

The Risk Factor is then graded as follows: -

HAZARD	RISK	CONTROL MEASURES	RISK RATING (HIGH, MEDIUM, LOW)
Ablutions Delivering of Chemical Toilets	Cuts, bumps, and bruises Roof collapsing onto the equipment Leaking of the sanitary bowl Accidental human contact with the chemicals and human waste	Employees trained in the correct use of the PPE and in the correct lifting procedure Employees to do risk-assessment before entering the area, and to do mine induction Use only competent people that's been trained on handling hazardous waste Use trained and competent people that know dangerous chemicals and the MSDS's will be available in case of human contact with chemicals, and all emergency numbers to be on hand.	Low
Adjacent Land Use	Increased foot traffic across or next to site Children playing on site	 Proper segregation of construction works from other land users Signage indicating dangers of entering site 	Med
Ancillary Lifting Equipment	Increased foot traffic across or next to site Children playing on site	 Training certificates of equipment operators Appointment: person responsible for inspection of lifting equipment Guidelines for rope inspections Guidelines for hook inspections Inspection control for lifting equipment Annual test certificate of all lifting equipment by authorised inspection authority Competency certificates (including medicals) to be obtained for crane operators and riggers (banksmen) Load test certificates to be available for all rigging equipment Keep records of full particulars of performance tests conducted on site 	Med



			Safety Your safety is
		No person must be allowed under suspended loads. Care should be taken in high wind conditions	
Asbestos Cement Sheet Removal	Personnel falling from height Debris falling from height Falling equipment or tools Release of asbestos fibres	 Notice to be erected informing personnel of fragile roofs, as applicable Ensure safe access and egress is provided Erect physical barriers to prevent entry by unauthorised persons and falls from height, as applicable Roof sheets to be sprayed with water to prevent fibre release, where feasible Take extreme care to remove sheets whole. Where breakage occurs damp down exposed area to contain fibre release Personnel involved to wear asbestos respiratory protection Exclusion zone may be required under area of sheet removal to prevent injury from falls of material from height Documentation to be drafted by or approved by an Approved Asbestos Inspection Authority Only Registered asbestos contractors to be used to deal with asbestos 	High
Asbestos Removal (other than Asbestos Cement)	Lung diseases Environmental impacts	 Ensure safe access and egress is provided Erect physical barriers to prevent entry by unauthorised persons and falls from height, as applicable Material to be sprayed with water to prevent fibre release, where feasible Take extreme care to remove material whole. Where breakage occurs damp down exposed area to contain fibre release Personnel involved to wear asbestos respiratory protection Exclusion zone may be required Only Registered asbestos contractors to be used to deal with asbestos 	High
Asphalting	Fire Burns to skin Skin disease	 Suitable fire extinguisher to be in place prior to commencement of works Ensure competent personnel using materials and competent and trained machinery/equipment operators Ensure there is always a safe place of work Ensure all personnel wear suitable and sufficient personal protective equipment (PPE) Health and safety data sheet required 	Med
Backfilling	Struck by machine Material falling from the truck Speed limits Overloading the trucks Dust	 All persons must wear the correct PPE on site Stand clear from the machine and adhere to the instructions from the spotter All persons on site must wear hard hats, dust masks. They must stand clear from any truck being loaded or with full load All truck operators must always adhere to the speed limit of the site No truck may be overloaded. The maximum capacity of the truck must be known and communicated to all persons involved in the operation Trucks may not be overload at any time 	Med
Bulk Mixing Plants	Injury to employees Damage to property Unexpected disruption in work Cement dust	 Train operator on safe working procedures Use only competent operators Use/wear proper PPE 	Med
Battery Storage & Charging	Unexpected disruption in work Employees and operator may be injured Possible explosion, fire, or damage to property Fire or explosion	 Use demarcated areas for charging Use a well-ventilated area for charging Wear proper PPE when opening battery cells or topping up cells Use legal connections to charge batteries, do not make use of low current leads Make sure a fire extinguisher is located within reach from charging area 	Med
Bricklaying	Caustic contamination with mortar Contact with sharp bladed tools	 Use only trained personnel Safe means of access to be provided Safe/Suitable working platform required where working at height PPE for mortar to include gloves where practicable and goggles/ masks where there is a risk of contamination 	Med
Boundary and access control/public liability exposure	Members of public entering site Members of public getting injured Civil claims against principal contractor	 The construction site must be suitably and sufficiently fenced off Provide a controlled access point to prevent the unauthorised entry of persons 	Med
Brick / Tile Cutting Machine	Injury from contact with blade Unsafe machinery	 Use only trained employees to operate machinery Have all machinery fitted with emergency stop buttons Provide and ensure usage of proper PPE 	Med



			Safety Your safety is a
	Lack of knowledge on safe work procedure	Inspect machinery regularlyKeep records of inspections on machinery	
Brush cutting	Injury from contact with blade/nylon Fire (where petrol used) Electrocution (where electrical tool used)	 Person using brush cutter must be trained and competent Use personal protective equipment (PPE) such as goggles, safety boots, ear protection, gloves, hard hat Brush cutter must be in good condition and maintained Adequate supervision on site always No smoking when refuelling, fire extinguisher to be on hand (where petrol used as fuel source) 	Med
Builder's Hoist	Passengers sitting on lift Collapse of structure Gates not working Counterweight not guided Over-travel device not fitted and/or not working	 No notices prohibiting conveyance of passengers, fitted Structure not securely braced Fences not in position Gates not in good condition Conveyance guides not secure Counterweight not guided No emergency switch on floor Cable/Anchorage in poor condition Check for minimum of three turns on drum at all positions of conveyance Condition of drum, sheaves, and pulleys not acceptable Brake in-effective with power off Operating lever not made safe from accidental move Winch condition poor – not anchored and/or guarded Stop cleats for wheelbarrows not fitted Platform, floor in poor condition 	High
Chainsaw Use	Falling tree or branches causing injury to persons Incorrect use of chainsaw causing injury	 Person using chainsaw must be trained and competent Use personal protective equipment (PPE) such as goggles, safety boots, ear protection, gloves, hard hat, chainsaw trousers and jacket Chainsaw must be in good condition including guards Clear area below area of chainsaw uses and where tree felling When using chainsaw at height practice safety procedures 	Med
Clearing & Grubbing of the Area/Site	Unidentified underground civil services Using mobile plant to move material Damage to existing structures	 Ensure that all underground services have been identified before any clearing starts Ensure that all mobile plant have been checked using the daily check sheet. Ensure that the operator is competent and have a valid medical certificate of fitness Ensure that clear orders are issued to the operators which will not affect the safety or health of any employee on site Ensure that the operator understands his responsibility and liability on the site Ensure that all the areas have been identified and explained to all site personnel where there would be a possibility of property damage. These areas must be clearly identified prior to any work on site Work strictly according to the plans provided by the client when searching for current and existing services Stop work when the current or existing service has not been found within a radius of one meter and consult the client's representatives before commencing Preliminary safety talks will be noted, and the potential hazards explained to all employees prior to works Digging will commence with hand tools at all times when looking for existing services 	Med
Compacting and Filling	Contact with tipping materials Contact with moving plant Vehicles/personnel falling into excavations Contact with underground services Hearing Loss	 Trained banksmen to control vehicles movement Only trained personnel use plant Personal Protective Equipment to be worn Personnel to stand clear as materials are being tipped Use stop blocks and signs to warn vehicles of excavations, where applicable Stand clear of plant whilst materials are being compacted Establish position of underground services and protect services from damage 	High
Compactor Operations	Crushing of feet	 Only trained and competent personnel to use the machine Always ensure operative wears steel toe cap shoes or boots 	High
Compressors and other pneumatic equipment	Unsafe machinery Lack of knowledge on safe work procedure Possible explosion, damage to property and injury to employees Obstruction of access route Fire or explosion Unexpected disruption in work	 A mobile air compressor may only be used if fitted with a valid inspection disk Proper maintenance and inspections to be carried out as per OHS Act Suppliers to give site agent inspection certificate A trained, competent person may only operate the compressor Operator must be trained inducted on the safe working procedures for such machine 	High



			Safety Your safety is o
	Air entering bloodstream may be fatal	 Supervisor to ensure only trained persons operates the machine Visual check must be carried out to ensure machine is safe to use Check exhaust system is sound, there are no leaks in the fuel system; water, oil and fuel levels are satisfactory, and all guards are in place Supervisor to ensure this check is done prior to use of machine Safety chains must be fitted across all connections with proper clamps to prevent "whipping" effect or hose should the connection fail Air compressor must be positioned as close as possible to area of use Ensure that access roads and employees' access to site is unobstructed when placing hoses and compressors Supervisor to ensure compliance The compressor must be switched off when replenishing fuel Keep effective communication between operator and employees Do not discharge air against the body with air hose Do not allow horseplay with compressed air After use, the compressor must be moved in a place where it will not be an obstruction to employees on site Always keep the machine and hoses clean and in good condition 	
Concrete Mixer	Exposure to Cement Dust Exposure to Noise Exposure to Vibrations Moving machinery Cement Dust in eyes, lungs and injury to hands and arms Machine not inspected Injury to persons and damage to property & plant Loss of material due to mixes not being to specifications Loss in production Dermatitis Lung diseases	 Ensure correct inspections and cleaning of machine parts The correct personal protective equipment to be worn at all time Employee to be inducted in the use of equipment Supervisor to monitor the correct use of PPE Daily checklist for plant to be used to check condition of plant Maintaining proper housekeeping Employee to be trained to do the checks and note his findings on the check sheets Supervisor to monitor inspection procedure with mixer operator on an ongoing basis workplace Daily Inspection of plant / equipment to be done and findings reported Supervisor to check inspection reports 	Med
Concrete Pumping	Sprains and strains Hit by pump Concrete burns Collapse/bursting of structure	 Personnel to be in unobstructed vision of pump operator Trained pump operator Personnel working with the concrete to wear the appropriate personal protective equipment to protect against cement burns Design of structure being loaded to be approved by competent designer and inspected before, during and after loading Pump to be well maintained 	Med
Confined Spaces	Suffocation Fumes	 Fully to be well maintained Ensure that confined space is sufficiently ventilated Wear personal protective equipment such as proper masks if air supply insufficient or not of sufficient quality Test oxygen levels in confined space to ensure that is safe for entry Ensure that emergency procedures are in place 	High
Contaminated Land (Working in)	Inhalation of toxic vapours Contact with toxic solids	 Ensure that enlergency procedures are in place Wear personal protective equipment such as proper masks if air supply insufficient or not of sufficient quality Test oxygen levels to ensure that it is safe for entry Ensure that emergency procedures in place Only use trained and competent employees Specific advice to be sought from safety advisor 	High
Contact Crime	Workers are robbed, while at work of personal items Workers are injured Workers are killed during robbery	Hoarding, signage & access control for demolition area Trained first aiders on site Induction training to be conducted High Crime areas will force the use of security guards Worksite emergency response plan	Med
Cranes, Tower-, Mobile- and Gantry Erection, Dismantling and Use	Collapse of structure Overturning of structure Falling materials	 Ensure emergency procedures are in place and all operatives are aware of the details Only use trained and competent operators for the erection and dismantling and use of cranes Ensure crane drivers are trained and hold certification as proof. Must have a valid medical certificate of fitness. Ensure there is always safe means of access available Ensure the mobile crane driver has 360° vision if not ensure fully trained banksmen are used Banksmen to wear reflector vest to identify himself to the crane driver 	High



			Safety Your safety is
		 Ensure all personnel wear suitable and sufficient personal protective equipment Consider creating exclusion areas 	
Cutting Off Disc	Noise Cuts from machine Fire (particularly at refuelling) Flying debris Blade shattering Contamination by fume created or exhaust fume	 Use competent personnel. Hot works control- fire extinguisher, fire watchman. (Permit may be required) PPE to include gloves, eye protection, hearing protection Solid working position Clear working area Correct grade of blade must be used Good ventilation to be provided (forced if necessary) Changing of wheels to be by competent persons only Cut off discs must not be used for grinding (grinding disc thicker) Bystanders to wear hearing protection, as applicable 	Med
Dealing with existing structures	Falling materials Premature collapse of structure Falling structures Working at heights	 Ensure there is a current method statement in place Ensure all emergency procedures are in place and all details are displayed Personnel must be competent Always ensure there is a safe means of access and egress All personnel must wear suitable and sufficient Personal Protective Equipment, including head, eye, and skin protection All employees must adhere to the fall protection plan and risk assessments for that plan 	High
Demolition Work	Falling materials Premature collapse of structure Falling structures Working at heights Rigging steel structure Welding and cutting Removing concrete slabs Removing of redundant material from site	 Ensure there is a current method statement in place Ensure all emergency procedures are in place and all details are displayed Ensure that structural demolition has been approved by the designer and site management Personnel must be competent Always ensure there is a safe means of access and egress All personnel must wear suitable and sufficient Personal Protective Equipment, including head, eye and skin protection Careful planning must be used to remove the existing structure. All employees working in the vicinity of this structure must wear the required PPE. All persons working at heights must wear fall arrest equipment. A spotter must be used to warn persons when rigging will be taking place. All persons must then stand clear of the area All employees must adhere to the fall protection plan and risk assessments for that plan All welding equipment must be checked every day before use. The required PPE must be worn. Persons working in the vicinity must be warned to stay clear of the area A spotter must be used when material is removed from site. All operators must be competent and have the 	High
Drainage - Protection against flooding	Collapse of trench walls/trapping Falling into excavation Collapse of adjacent structures Loss of life Drowning Not conforming to the Construction regulations	 required medical certificate of fitness Do not work in excavations while it is raining If more than two meters deep, excavations must be shored Deeper excavations, two meters and more, must be provided with safe access Record excavation inspections by competent person on daily basis Provide suitable means of access/egress in case of emergency Appoint a competent person who is familiar with the Construction Regulations to supervise the excavation site and ensure the Health & Safety of persons on site Ensure the competent person carries out an inspection of the excavation site and is satisfied that the site is safe to continue and records the results prior to allowing access to any person on site Excavations must be barricaded at all times 	High
Electricity	Shock Burns Fire Death Damage	 Excludions must be barricaded at all times All electrical wires must be sealed All electrical connections must be correct and properly sealed Do not touch electrical wires Wear the correct personal protective equipment, even if switched off, when working with electricity Keep water away from electrical wires Switch off electricity when working with electricity or near electricity especially if water is used Prevent tools and other equipment from touching electrical wires Use insulated tools and equipment 	High

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			Safety Your safety is our
		 Electrician to certify that electricity is switched off Lock out/Tag out system to be used to prevent accidental activation of electricity All electricity must be switched off when working near electricity with water 	
Electric Tools and Electrical Installations	Electric shock Fire and burns Electrocution Electric shock, shorting sparks Property damage Damage to test equipment Trips and fall Bruises and cuts Finger and hand injury	 Electric tools and installations to be in good condition Inspect electric tools before use Do not use electric tools in wet/damp conditions Use personal protective equipment such as insulated gloves Electrical installations register to be maintained, inspected by competent person Put on all necessary PPE No unauthorised work Get lock out permit Report to site office Switch off appropriate circuit breaker DB Use a lock out board - place key in pocket Ensure good housekeeping is maintained 	Med
Electrical Installations Inspection of	Electric shock Fire and burns Electrocution Electric shock, shorting sparks Property damage Damage to test equipment Trips and fall Bruises and cuts Finger and hand injury	 Ensure good notsekeeping is maintained Electric tools and installations to be in good condition Inspect electric tools before use Do not use electric tools in wet/damp conditions Use personal protective equipment such as insulated gloves Electrical installations register to be maintained, inspected by competent person Put on all necessary PPE No unauthorised work Get lock out permit Report to site office Switch off appropriate circuit breaker DB Use a lock out board - place key in pocket Ensure good housekeeping is maintained 	Med
Excavations (As defined in section 1 of Construction Regulations 2014)	Toxic fumes Collapse of trench walls/trapping Falling into excavation Collapse of adjacent structures Suffocation, loss of life, struck by, lacerations and drowning Dust Not conforming to the Construction regulations Using non - SANS Materials	 Survey to be done to determine soil conditions and location of underground services Excavations should be sloped to prevent collapse. If more than two meters deep, excavations must be shored Deeper excavations, two meters and more, must be provided with safe access Deep excavations / monitor air for toxic fumes Prevent collapse by battering back sides to a safe angle or install temporary support Protect vehicles from falling into excavations - provide barriers, signage, etc as necessary Beware of undermining of other structures (e.g.: buildings, scaffolds) Record excavation inspections by competent person on daily basis Provide suitable means of access/egress in case of emergency Excavations formed by explosives must be accompanied by method statement approved by Client Appoint a competent person who is familiar with the Construction Regulations to supervise the excavation site and ensure the Health & Safety of persons on site Ensure adequate battering of side slopes or that bracing and shoring is of such construction to render it strong enough to support the sides of the excavation before allowing any person access onto the excavation of the excavation site and is satisfied that the site is safe to continue and records the results prior to allowing access to any person on site Ensure that no load, plant, material, or equipment is placed near the edge of the excavation where it is likely to cause collapse Record the full details and results of those inspections in a register which is to be kept on site The competent person is to inspect the excavation site: Daily, Prior to each shift After an unexpected fall of ground After rain Safety shoes, visible vests, dust masks, hard hats, and gloves to be used Where any uncertainty pertaining to the stability of the soil still exists, the decision from a professional engineer or a professional	High



			Safety your safety is a
		shall be decisive and such a decision shall be noted in writing and signed by both the excavation supervisor and the professional engineer or technologist, as the case may be	
Exposure to Dust	Breathing in dust can cause long term health problems	 Wear respiratory protection Dampen down and minimise dust where possible Make use of environmentally friendly methods to minimize dust kick-up, use bale straw and spread over area to prevent wind kick-up 	Low
Exposure to Noise	Noise can damage permanently hearing	 Wear hearing protection Have machinery tested to establish the exposure to noise levels so that proper protection can be issued Induct employees on hearing loss before they are exposed to high levels of noise 	Med
Exposure to Vibration	Injury to employees	 Proper PPE must be worn Employees exposed to vibration must receive induction on using their PPE 	Med
Fire	Injuries to workers, pedestrians, residents, road users, damage to property through fire	 No littering on site which could become fire hazard, maintain site in clean condition No fires to be lit on site. Always have a working fire extinguisher at hand No smoking or naked flame near flammable substances or in unauthorised areas Ensure proper storage/use of Petrol/diesel/flammable substances – post warning notices 	Med
Temporary Works	Collapse of Temporary Works	 Wear personal protective equipment such as gloves and goggles Formwork/support work must be built by trained person and be inspected by competent person and results entered into register on site 	High
Fragile Materials	Persons or items falling through fragile materials	 All fragile materials to be identified and protected prior to work commencing. Protection to include either covering the fragile materials or excluding activity. Any coverings to be secured in place The location of the fragile materials to be indicated by signage 	High
Ground/soil conditions	Collapse of trench walls/trapping Falling into excavation Collapse of adjacent structures Suffocation, loss of life, struck by, lacerations and drowning	 Survey to be done to determine soil conditions and location of underground services Beware of undermining of other structures (e.g.: buildings, scaffolds) Safety shoes, visible vests, dust masks, hard hats and gloves to be used Where any uncertainty pertaining to the stability of the soil still exists, the decision from a professional engineer or a professional technologist competent in excavations shall be decisive and such a decision shall be noted in writing and signed by both the excavation supervisor and the professional engineer or technologist, as the case may be 	High
Hand tools	Injuries caused by use of hand tool Impact with the tool Falls due to access problems Contamination with substance being worked	 Ensure: Tool is correct for job Tool is in good order and suitably sharp Personnel must be competent/instructed in tool usage and tool safely Lighting is sufficient Access is safe, working platform is secure, leading edge is guarded Operative is wearing all necessary PPE 	Med
Hazardous Substances, Use and Storage	Injuries to workers through use of hazardous substances, e.g.: injuries to eyes, skin, etc	 Use substances in accordance with data sheet, particularly reference protective clothing required (example: gloves, goggles, etc) Know what First Aid measures are Have employees' facilities available for washing of hands, etc 	Med
Health Risk from the Environment	Snake bite Bee Stings Dog Bites	 Qualified first aider required for site who can treat snakebite Snake bite kit to be on hand Check area before working Find out nearest hospital and get emergency telephone numbers 	Low
Hot Works	Burns to eyes or other parts of the body	 Personal Protective Equipment to include eye, skin, and hearing protection Respirator is required when cutting galvanized steel or anywhere else toxic fumes and gases arise. Dust can also be a problem and forced ventilation may be required 	Med



			Safety Your safety is on
Housekeeping on construction sites Welding & Flame Cutting Equipment Inspection & Use	Trips and falls Dust Uncontrolled areas New areas Untrained persons Damage to property Injury to employees	 Ensure the area below where any elevated work is being performed is free of any rubble, spikes, tools, or equipment Ensure that all areas have been checked by competent persons daily Ensure that all site agents have certified their work area as safe by the end of each shift Only trained employees may operate the machine Train employees and keep copy of training certificate Keep a copy of certificate 	High
	Unsafe equipment Electrocution Fire Incorrect connection to welding machine Poor welding operation Burns, injury to employees Equipment unearthed - electrical shock Exposure of others in work area to sparks Exposure of poisonous gases Arc' eyes injury	 Keep machine in good condition Keep register up to date and inspect equipment monthly Operator must be always in visual contact with the welding equipment Ensure the welding machine is positioned away from the access route and is always visible to the operator. Only approved welding cables may be used. Operator and supervisor must ensure only approved connections are used. Clamp ground or earth cable into position Use correct clamps; Connect only by means of approved clamps Do not weld ground or earth cable into position Secure work area and good ventilation Always clamp the earth cable into position Use a screen, or work in an area away from other employees Work in an area with good ventilation 	Med
Ladder Use	Falling from height Slipping Tripping Injury to employees Loss of production Injuries to personnel, passers-by	 All ladders to be numbered (inspections record must be maintained) Only trained personnel to use equipment Three contact point system to be used Ladders must be suitably angled (1 unit out for every 4 units up) and suitably secured (preferably tied off at the top using both stiles to prevent both sideways slip and rotation). Ensure if ladders are being used for access, they are either footed or tied. Also, the ladder must be set at the correct level of 1 in 4 or approximately 75° Ladders must not be painted (this hides defects), should be stored correctly, and be subject to regular inspection. Always stand ladders on a firm base. Never use milk crates, oil drums, etc., to gain extra height, and if the ground is soft use suitable support. Never use rungs as a support for planks, or rest rungs on planks. Remove excessive mud, grease, etc., from footwear prior to climbing/descending a ladder. Always use both hands to climb/descend and face the ladder. Do not carry loads up ladders - use hoists or alternatives. Never overreach from ladders - get down and move them. Avoid using metal ladders against metal surfaces - the reduced friction makes them more liable to slipping. 	Med
Lifting & lowering Operations	Falling material Crushing by materials Hand injuries to the slingers Toppling crane	 Check test certificate Check examination certificate Check inspection have been carried out Check inspection have been carried out Check certificates for lifting equipment (chains, slings, shackles, etc) (every 6 months) Ensure lifting gear is rated to carry load (SWL) Ensure materials being lifted are properly packaged and slung Be aware that there should be a minimum clearance of 600mm between any slewing parts of a crane and any fixed installation to prevent being trapped Access to the work area during lifting operations is to be restricted to those involved with and trained in the work in hand. Do not allow members of the public to gain access to the area Only trained banksmen to be used The crane driver and the banksmen are to ensure that the signals given are clearly understood Inspection records to be kept for a period of 10 years. 	High
Loading and offloading of trucks & other materials	Injury to hands, legs and feet Possible fatal injury Material falling off truck	 All employees to be inducted regarding the use of PPE and its maintenance Supervisor to plan procedures Good housekeeping practices should be implemented 	MEd



			Safety Your safety is o
	Damage to vehicle or third-party vehicles Back injury Dropping load onto fingers, legs or feet	Truck driver to be responsible for his load	
Location of existing services Lock-out Procedure	Unidentified underground civil services Using mobile plant to move material Damage to existing structures	 Ensure that all underground services have been identified before any excavation starts Ensure that all mobile plant have been checked using the daily check sheet. Ensure that the operator is competent and have a valid medical certificate of fitness Ensure that clear orders are issued to the operators which will not affect the safety or health of any employee on site. Ensure that the operator understands his responsibility and liability on the site Ensure that all the areas have been identified and explained to all site personnel where there would be a possibility of property damage. These areas must be clearly identified prior to any work on site Work strictly according to the plans provided by the client when searching for current and existing services Stop work when the current or existing service has not been found within a radius of 1 meter and consult the clients' representatives before commencing Preliminary safety talks will be noted, and the potential hazards explained to all employees prior to works Digging will always commence with hand tools when looking for existing services 	High
Manual and mechanical handling	Trip, fall and stumble Collapses Struck by falling load Scattered or protruding objects Cuts, bruises, and fractures Injury to employees	 Visual inspections Use and wear proper PPE Chevron safety tape to be used Materials to be stacked in demarcated areas Ropes, straps or tie downs 	Med
Manhole Rings and Pipes Storage	Rolling of rings Collapse of pipes Crushing of persons Stockpile collapse	 Manhole rings must be stored flat to prevent them being rolled Banks of pipe stockpiles are not to be broken until they are ready for use Personnel must stand to the side when breaking bands so as not to be hit by falling pipes Pipes must be wedged to prevent rolling 	High
Manual Handling of General Items	Musculoskeletal injuries if the load is too heavy or awkward Operative falling/ tripping Contamination from the substance being carried Fall of material being carried	 Personnel should be aware of safe manual handling techniques Personnel to wear Personal Protective Equipment when carrying items, e.g.: safety footwear and gloves Ensure good housekeeping against tripping/fall hazards Operative to get assistance if load too heavy- team lift if necessary Use mechanical lifting and carrying aids where possible Personnel to ensure access equipment, ladders will take weight of operative, and load being carried Personnel to ensure item being carried is properly bonded or will not be liable to break apart whilst being manually handled 	Med
Overhead Services (Working near)	Contact with live services causing injury to personnel Damage caused to services	 Maintain safe clearance levels Establish presence of any services via proper walk-through survey of site and/or means of service drawings Wear personal protective clothing Ensure height of plant/vehicles does not compromise or exceed clearance levels for overhead services Obtain information on clearance levels from service provider 	Med
Painting	Contact with paint	 Refer to safety data sheet for usage instructions, hazards and precautions required When working at height, refer to risk assessment addressing this hazard below 	Low
Paving (Laying)	Impact injuries from tile / mallet Caustic burns Sore knees Cuts from cutter	Impervious gloves to be worn/ barrier cream to be used Kneelers or similar to be available Personal protective equipment to be worn – for example if saw used to cut pavers	Med
Plant or Vehicles Operation	Workers injured by passing traffic Road users and pedestrians at risk from operation of tractor and mower Noise	 Implement traffic protection measures Trained and competent operators must be used Check plant and vehicles on a daily basis before use and record inspections. Maintain vehicles in safe condition Medical certificates of fitness required for construction plant Crossing of road by construction vehicles or machines must be limited to the practical minimum 	High



			Safety Your safety is ou
		 Plant and vehicles must be fitted with amber rotating beacons and reverse alarms/hooters Wear appropriate protective clothing/equipment, e.g.: goggles, gloves, ear defenders, etc as appropriate 	
Plastering	Falling materials Fall from height Contact with materials	Ensure standard safety procedures are followed Ensure there is a safe working area Ensure safe access and egress Ensure competent personnel are used	Med
Plumbing	Falling material Falling from height Fire Burns Exposure to lead fumes	 Ensure standard safety procedures are followed at all times Only used trained and competent personnel Ensure there is always a safe working area Ensure materials are stored neatly Ensure there is always safe access and egress Ensure all personnel wear suitable and sufficient personal protective equipment Consider a hot works permit system prior to commencing any hot works Make sure emergency procedures are in place and ensure all personnel are aware of where to go in case of a fire 	High
Protection against dehydration / heat exhaustion	Danger to employees fainting at work, possibly while at height Heatstroke	 Each employee performing manual labour in high temperatures exceeding 30 degrees must be declared medically fit before work commences and thereafter yearly by a registered medical practitioner or a registered nurse and be issued with a fitness certificate Have workers acclimatised before starting work Induct employees to take at least 600 millilitres of water every hour and on how to avoid heatstroke provide affected employees with prompt first-aid treatment in the event of heatstroke 	Low
Protection from wet & cold conditions	Various lung diseases Loss of productivity	 Provide waterproof clothing of a type that will effectively protect the wearer against harm Schedule work in such a way that it would not warrant the use of PPE (Waterproof Clothing) 	Low
Protection from overhead power lines/Services	Electrical Shock Lifting equipment touching overhead power lines	 Maintain safe clearance levels Establish presence of any services via proper walk-through survey of site and/or means of service drawings Wear personal protective clothing Ensure height of plant/vehicles does not compromise or exceed clearance levels for overhead services Obtain information on clearance levels from service provider 	Med
Portable & Bench Grinders	Slip or fall Cause an obstruction Injury to employees Electric shock, - loose blade and no guards Damage to equipment Wrong disk could result in disc fracture - high-speed flying objects Blade jamming suddenly Falling material	 Check work area Check work area Check electric's, mechanics and ensure guards are in place Use Personal protective equipment Visual and physical inspection Choose correct disc for task Masonry discs for masonry/concrete materials; Steel discs for steel Check material to be cut is secured Vice or counterweight to material; Remove nails and screws Physical check of item to be cut Do housekeeping 	Med
Portable electrical tools	Injury to employee Damage to equipment	 Check work area Clean up the area Check electric's, mechanics and ensure guards are in place Use Personal protective equipment Visual and physical inspection Choose correct tool for the job Physical check of item to be cut Do housekeeping 	Med
Roof Work	Working at height Falling from height Fractures, bruises, cuts, fatal injury Trusses could fall, injure persons below or push employee over the roof Damage to trusses, If not secured properly; trusses could fall Tools falling Poor quality of work	 Use safety belts, lifelines required Securely fasten trusses to prevent falling Use proper sling or rope Securely brace trusses - prevent falling Erect one truss at a time Tie tools (spanners) to a rope Line-up trusses Poor quality Use correct levels Position and fix purlins for sheeting Correct levels, alignment Use measuring tools Use ladders or platforms to access areas 	High

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			Safety Your safety is or
Scaffold Erection/ Dismantling	Personnel falling from a height Items of scaffold falling onto personnel Scaffold collapsing onto those below	 Ensure Scaffold is designed to take the imposed loads Scaffolding is constructed properly Scaffold is not overloaded Scaffolding is regularly trained Scaffolding is regularly checked by competent person and records of inspection are retained. Written inspections to be recorded on weekly basis Scaffolders must adhere to the safe systems of work All fall arrest equipment to be checked and certified in good working order That ALL understand the safe system of work 	High
Shuttering Walls, Beams, Columns	Falling from height Falling materials from height Cuts and abrasions from splinters and nails	 Ensure all personnel wear the appropriate Personal Protective Equipment Always ensure there is a safe working platform Use only trained and competent personnel If electrical tools are being used ensure they have been tested and safe to use Ensure timber is de-nailed after use Ensure safety standards are always followed Ensure there is always a safe means of access and egress 	High
Site Establishment	Injuries during off loading Damage to Property	 Competent personnel to be used in offloading personnel Unauthorised personnel to be kept away from area, use barriers and signage as necessary Unloading and establishment to be under control of competent supervision All equipment and tools used for unloading and site establishment to be in good condition and maintained Safe access and egress to be maintained, traffic management to be considered. All electrical equipment to be in safe condition Workers to use safe manual handling techniques when unloading/loading/lifting items 	High
Support Work	Collapse of support work	 Wear personal protective equipment such as gloves and goggles Support work must be installed by a trained person and be inspected by competent person and results entered into register on site 	High
Surrounding property exposures	Collapse of adjoining structures	 Use stop blocks and signs to warn vehicles of excavations, where applicable Use trained personnel to work next to structures Survey to be done to determine soil conditions / stability Excavations should be sloped to prevent collapse. If more than 2 meters deep, excavations must be shored Deeper excavations, two meters and more, must be provided with safe access Prevent collapse by battering back sides to a safe angle or install temporary support Beware of undermining of other structures (e.g.: buildings, scaffolds) Record excavation inspections by competent person on daily basis Appoint a competent person who is familiar with the Construction Regulations to supervise the excavation site and ensure the Health & Safety of persons on site Ensure adequate battering of side slopes, or that bracing and shoring is of such construction to render it strong enough to support the sides of the excavation site Ensure that no load, plant, material, or equipment is placed near the edge of the excavation where it is likely to cause collapse Record the full details and results of those inspections in a register which is to be kept on site The competent person is to inspect the site: Daily, Prior to each shift After an unexpected fall of ground After any damage to supports, bracing or shoring After rain Where any uncertainty pertaining to the stability of the soil still exists, the decision from a professional engineer or a professional technologist competent in excavations shall be noted in writing and signed by both the excavation supervisor and the professional engineer or technologist, as the case 	High
Suspended platforms	Falls from height Falling components	 may be Work is conducted under a competent supervisor and that all suspended platform erectors, operators, and inspectors are competent to carry out their work 	High



			Safety your safety is or
	Contact injuries from falling lifting equipment Damage to property Injury to public	 the design, stability and construction thereof comply with the safety standards SANS 1808 and 1903 and a certificate of system design issued by a professional engineer, certificated engineer or a professional technologist Be in possession of an operational compliance plan developed by a competent person based on the certificate of system design as mentioned above Have performance tests conducted on the completed system with the operational loading capacity of the platform Conduct regular inspections and keep records of these users for and records of maintenance work having been carried out 	
Steel Erection	Falls from height Falling components Contact injuries from falling lifting equipment	 Adhere to all general precautions for working at height (See risk assessment below) Barrier off / exclude area below work All lifting appliances to be examined and inspected Inspection register in place and up to date All personnel to be trained and competent and wear clipped on safety harnessed when working at height Ensure that lifting equipment (slings, chains, shackles) test certificates are current and on site Competent persons only to connect loads and direct plant 	High
Steel Fixing	Back injuries caused by manual handling Eye injuries from tie wire Trips / falls Falling from height	 PPE must include safety boots and goggles Manual handling training may be required Care to be taken when working near overhead lines Use only trained personnel Provide safe means of access Maintain and regularly inspect all lifting appliances and equipment Cap starter bars to prevent injuries where feasible Construct scaffold walk ways to cross reinforcing mesh, as required 	High
Tower Scaffold (otherwise known as mobile scaffold)	Overturning Falls	 Tower to be on firm level ground with wheels or feet properly supported. Height not to exceed three times the base dimension. i.e., 2x3m Base Tower does not exceed 6m Erection by competent person Inspection before first use Weekly record of inspection required Guard rails and Toe boards as per normal scaffolds Beware when moving of overhead obstructions, such as power lines 	High
Trenching	Toxic fumes Collapse of trench walls Engulfment Falling into trenches Collapse of adjacent structures Suffocation Loss of life Struck by Lacerations Drowning Dust Using non - SANS Materials for shoring	 Never move in strong winds Survey to be done to determine soil conditions and location of underground services Excavations should be sloped to prevent collapse. If more than two meters deep, excavations must be shored Deeper excavations, two meters or more, must be provided with safe access All trenching activities to be supervised by a competent person Use only approved SANS material for shoring Survey to be done to determine soil conditions and location of underground services Excavations should be sloped to prevent collapse. If more than 2 meters deep, excavations must be shored Deeper excavations, 2 meters and more must be provided with safe access All excavations to be supervised by a competent person 	High
Underground Services	Striking of buried services	 All excavations to be supervised by a competent person Make all necessary enquiries to establish what services are in the area. Consult drawings and advice from service providers (e.g.: Municipality or ESKOM) when planning work. Assume all services to be live (Unless confirmation is received to confirm that services are isolated or otherwise made safe). Do not work near live services without authorisation from site management. Comply with the requirements of the safe system of work for underground services. Where available, locate services with a locator Hand dig around services 	Med
Underpinning	Falling Materials	 Emergency procedures to be in place and explained to personnel Only used trained personnel Ensure there is a safe means of access and egress Ensure design has been approved by designer before underpinning begins 	Med

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			ourory management
		 Ensure all personnel wear suitable and sufficient personal protective equipment 	
Use and storage of flammable liquids	Serious injury to employees Burns Property damage Explosions Fire	 Ensure standard safety procedures are followed Flammable substances to be stored in an appropriate flammable store which is well ventilated and a reasonably fire-resistant container, cage or room and kept locked with proper access control measures in place Material Safety Data Sheets to be in safety file No smoking, and no heat/ignition close to or at sources Employees to be made aware of dangers Signage to be brought on to indicate dangers 	High
Waste Generation	Financial Penalties Lost production time Outcome not published in safety file	 Register and report waste information to the National Department of Environmental Affairs (http://sawic.environment.gov.za/documents/1666.PDF). A copy of the outcome by the department on its decision on the application to be placed on the safety file. 	High
Work over or next to Water	Drowning Damage to property	 Evaluate depth of water, height above water that work takes place, whether workers can swim or not and then determine safety precautions required: these may include such measures such as barriers, signage, life belts, safety harnesses, etc When working on harbour edge - erect life saving devices and barriers on harbour wall and any other exposed areas to protect workers and vehicles (stop blocks may also be required). Monitor times of high tide and remove operatives from exposed or dangerous areas before times of high tide Only trained and competent persons to be used 	Med
Working at Height (Excluding roof work)	Personnel falling from height Falling debris Those beneath being injured	 All access equipment is properly constructed (inspections record must be maintained) Only trained personnel construct, dismantle or control the access equipment All access equipment must have full toe boards and guardrails - comply with SANS 085 on erection/use and dismantling of scaffolding No access equipment may be loaded above the level of the guardrail No access equipment to be loaded above its safe working load Where work involves leaning out on an open leading edge, then all personnel are to be fitted with a full body harness. The harness must be always connected All fall arrest equipment to be correctly maintained Ensure if ladders are being used for access, they are either footed or tied. Also, the ladder must be set at the correct level of 1 in 4 or approximately 75° 	High
Working with Effluent	Contact with effluent causing sickness or disease Infectious diseases: tuberculosis, viral hepatitis, legionnaire's disease, and HIV where these diseases are contracted during work involving exposure to human blood products, body secretions, excretions, or other material which may be a source of infection.	 ensure good hygiene facilities personnel to be competent in work activity personnel to wear appropriate personal protective equipment such as goggles, overall, gloves and goggles Employees to receive Hepatitis inoculations prior to work commencement (proof of this must be available on file and must match workforce on ground) 	High

APPENDIX B: ASBESTOS MANAGEMENT PLAN



Kuyasa Horizon Empowerment

ASBESTOS MANAGEMENT SURVEY



LOCATION:

Watergang Farmhouse, Luyolo Rd, Kayamandi, Stellenbosch, 7599

SURVEYED ON: 25 Apr 2023

SURVEY REF: Asbestos identification and assessment

> Asbestos Consulting Tel: +27 66 220 3090 | Web: https://www.asbestossa.net Email: admin@asbestossa.net

Report Details

Report By	Asbestos Consulting
Client	Kuyasa Horizon Enpowerment
Project	Asbestos identification and assessment
Site Address	Watergang Farmhouse, Luyolo Rd, Kayamandi, Stellenbosch, 7599
Site Coordinates	-33.916978384334804, 18.84213038627746
Site Location	Comcebox
Site Description	Skuyasa Horizon Empowerment is a school and daycare clinic with two buildings on the property. The main building do have asbestos on the southern side of the building and the other areas do have either clay tiles or metal roofs. The gutters and down pipes is UPVC.
Purpose of Survey	The purpose of an asbestos survey is to identify, locate, and assess the condition of any asbestos-containing materials (ACMs) present in a building or structure. The survey helps to manage the risk of asbestos exposure by providing information on the type, quantity, and condition of ACMs, and outlining appropriate measures to control or remove them.
Surveyors	Albie Klein
Survey Dates	25 Apr 2023
QC Date	2 May 2023

Totals

An overview of the data collected on site, during the survey

Very Low	Low	Medium	High
0	2	0	0

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Sign Off

Quality Control Albie Klein 2nd May 2023



Introduction

This survey was conducted in accordance with **HSG 264 (Asbestos: The Survey Guide)**. Asbestos Consulting cannot accept any liability for loss, injury, damage or penalty issues that arise for reasons of survey scope limitations. Asbestos Consulting cannot be held responsible for asbestos potentially present in areas of the building not explicitly specified within the client instruction, not indicated on provided site plans or not physically possible to access. Asbestos Consulting cannot be held responsible for any damage caused as part of this survey carried out on your behalf. Due to the nature and necessity of sampling for asbestos some damage is unavoidable and will be limited to that necessary for taking of the samples.

Executive Summary

Asbestos was found in places on the property.

Northern and eastern façade These areas do have Canadian profile asbestos roof sheets on and there are strong evidence of damages to the roof sheets which will contribute to asbestos fiber release.

We recommend that the roof must be removed and replaced because the profile is not available anymore.

Southern side of the main building This area is also covered with Canadian asbestos roof sheets and lots of maintenance was done in the inside part of the roof. Lots of flashband was used to seal water leaks and damages.

We recommend that these sheets must be removed as well due the profile issue.

Variations to Scope

All areas within scope were accessed during the survey

Summary of Asbestos-Containing Materials

These suspected materials were assessed as **asbestos-containing**.

Building / Level / Location	Item	Material	Material Score	Recommendation	Page
Main Building / / Eastern & Northern facade	Canadian profile roof sheet	Compressed	5 Low	Removal by licensed contractor	27
Main Building / / Roof 1	Canadian profile roof sheet	Compressed	5 Low	Removal by licensed contractor	42

Summary of Non-Asbestos-Containing Materials

These suspected materials were assessed as **non-asbestos-containing**.

Building / Level / Location	Item	Material	Page
	nothing to show		

Summary of Locations or Items of Limited Access

These locations or items could not be fully accessed during survey. Asbestos should be presumed to be present until a further assessment can be undertaken. Note that the survey scope may exclude other areas - see **Report Details** (p. 2) and **Variations to Scope (p. 4)**.

Building / Level / Location	Inspect	Access / Notes	Photo 1	Photo 2	Page
Detached Building / / Office 1	Strong evidence location does not contain asbestos	No Access / Locked	333		19
Detached Building / / Office 2	Strong evidence location does not contain asbestos	No Access / Locked	E		20
Detached Building / / Office 3	Strong evidence location does not contain asbestos	No Access / Locked			21

Register

The register contains priority scoring, please see Priority Assessment Scores (p. 60) and Risk Assessment Scores (p. 61) for further information.

Building / Level / Location	Item	Material	Strategy / Sample Id	Extent	Fibre Type	Product Type	Extent of Damage	Surface Treatment	Material Score	Priority Score	Recommendation	Page
Main Building / / Eastern & Northern facade	Canadian profile roof sheet	Compressed	Sample 001	140m²	Chrysotile	1	2	1	5 Low	7	Removal by licensed contractor	27
Main Building / / Roof 1	Canadian profile roof sheet	Compressed	Sample 002	140m²	Chrysotile	1	2	1	5 Low	7	Removal by licensed contractor	42

Inspected Locations and Items

A summary of all locations and items inspected during the survey, including ACMs, non-ACMs and items & locations that could not be fully accessed.

Building / Level / Location	Item	Material	Access / Notes	Material Score	Priority Score	Recommendation	Page
Detached Building / / Container office	No asbestos was found	·					11
Detached Building / / Farage	No asbestos was found						12
Detached Building / / Gim	No asbestos was found						13
Detached Building / / Guard room	No asbestos was found						14
Detached Building / / Gutters	D Shape gutters	Plastic					15
Detached Building / / Hall	No asbestos was found						16
Detached Building / / Hall office	No asbestos was found						17
Detached Building / / Hall store room	No asbestos was found						18
Detached Building / / Office 1	No asbestos was found		No Access / Locked				19
Detached Building / / Office 2	No asbestos was found		No Access / Locked				20
Detached Building / / Office 3	No asbestos was found		No Access / Locked				21
Detached Building / / Office left of hall	No asbestos was found						22
Detached Building / / Roof	No asbestos was found						23
Main Building / / Bath room next to play group	No asbestos was found						24
Main Building / / Board room	No asbestos was found						25
Main Building / / Computer room	No asbestos was found						26
Main Building / / Eastern & Northern facade	Canadian profile roof sheet	Compressed		5 Low	7	Removal by licensed contractor	27

table continued from previous page...

Building / Level / Location	Item	Material	Access / Notes	Material Score	Priority Score	Recommendation	Page
Main Building / / Eastern side gutters	Gutters	Plastic					29
Main Building / / Freezer	No asbestos was found	·					30
Main Building / / Hall	No asbestos was found						31
Main Building / / Kitchen	No asbestos was found						32
Main Building / / Kitchen store room	No asbestos was found						33
Main Building / / Large room next to computer room	No asbestos was found					34	
Main Building / / Office	No asbestos was found						35
Main Building / / Office close to kitchen	No asbestos was found					36	
Main Building / / Office next to computer room	No asbestos was found					37	
Main Building / / Play group big stoor	No asbestos was found						38
Main Building / / Play group class	No asbestos was found						39
Main Building / / Play group class room store	No asbestos was found						40
Main Building / / Play group kitchen	No asbestos was found						41
Main Building / / Roof 1	Canadian profile roof sheet	Compressed		5 Low	7	Removal by licensed contractor	42
Main Building / / Roof 2	No asbestos was found						43
Main Building / / Solder 1	No asbestos was found						44
Main Building / / Solder 2	No asbestos was found						45

table continued from previous page...

Building / Level / Location	Item	Material	Access / Notes	Material Score	Priority Score	Recommendation	Page
Main Building / / Solder 3 classroom 1	No asbestos was found						46
Main Building / / Solder 3 classroom 2	No asbestos was found						47
Main Building / / Solder 3 large class room	No asbestos was found						48
Main Building / / Solder 3 office	No asbestos was found						49
Main Building / / Solder 3 office 2	No asbestos was found						50
Main Building / / Training lab	No asbestos was found						51

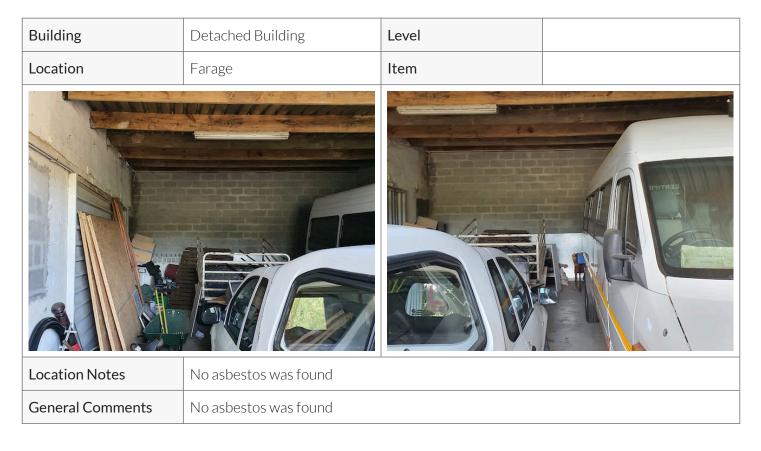
Inspection Photographs

See following pages for additional photographs, notes and scores for inspected locations and items...

Detached Building > > Container office > Location Notes

Building	Detached Building	Level	
Location	Container office	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Detached Building > > Farage > Location Notes



Detached Building > > Gim > Location Notes

Building	Detached Building	Level	
Location	Gim	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Detached Building > > Guard room > Location Notes

Building	Detached Building	Level	
Location	Guard room	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Detached Building > > Gutters > D Shape gutters

Building	Detached Building	Level	
Location	Gutters	Item	D Shape gutters
Material	Plastic	Extent	



Detached Building > > Hall > Location Notes

Building	Detached Building	Level	
Location	Hall	Item	
		HOPE FAITH OF HOPE	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Detached Building > > Hall office > Location Notes

Building	Detached Building	Level	
Location	Hall office	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Detached Building > > Hall store room > Location Notes

Building	Detached Building	Level	
Location	Hall store room	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Detached Building > > Office 1 > Location Notes

Building	Detached Building	Level	
Location	Office 1	Item	
	Strong evidence location	does not contain asbestos	
Location Notes	No asbestos was found		
Access / Notes	No Access / Locked		
General Comments	No asbestos was found		

Detached Building > > Office 2 > Location Notes

Building	Detached Building	Level	
Location	Office 2	Item	
	Strong evidence location	does not contain asbestos	
Location Notes	No asbestos was found		
Access / Notes	No Access / Locked		
General Comments	No asbestos was found		

Detached Building > > Office 3 > Location Notes

Building	Detached Building	Level	
Location	Office 3	Item	
	Strong evidence location	does not contain asbestos	
Location Notes	No asbestos was found		
Access / Notes	No Access / Locked		
General Comments	No asbestos was found		

Detached Building > > Office left of hall > Location Notes

Building	Detached Building	Level	
Location	Office left of hall	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Detached Building > > Roof > Location Notes

Building	Detached Building	Level	
Location	Roof	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Bath room next to play group > Location Notes

Building	Main Building	Level	
Location	Bath room next to play group	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Board room > Location Notes

Building	Main Building	Level	
Location	Board room	Item	
		THANKYEU	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Computer room > Location Notes

Building	Main Building	Level	
Location	Computer room	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Eastern & Northern facade > Canadian profile roof sheet

Building	Main Building	Level	
Location	Eastern & Northern facade	Item	Canadian profile roof sheet
Material	Compressed	Extent	140m ²
Strategy / Sample Id	Sample / 001	Fibre Type	Chrysotile
Recommendation	Removal by licensed contractor		
General Comments	The roof do have areas of concern due to exposed asbestos being exposed. The problem is that the roof sheet profile is not available anymore and therefore it cannot be encapsulated and painted. The recommend that the roof must be removed by a licensed contractor.		

Material Assessment

Product Type (or Debris from Product)	1	Extent of Damage / Deterioration	2
Surface Type / Treatment	1	Asbestos Type	1
Material Score		5 / Low	

Priority Assessment

Normal Occupant Activity	1	Main Type of Activity in Area	1
Location	0	Likelihood of Disturbance	2
Accessibility	1		
Extent / Amount	3		
Number of Occupants	3	Human Exposure Potential	3
Frequency of Use of Area	3		
Average Time Area is in Use	2		

Type of Maintenance Activity	1	Maintenance Activity	1
Frequency of Maintenance Activity	1		
Priority Score		7	

Main Building > > Eastern side gutters > Gutters

Building	Main Building	Level	
Location	Eastern side gutters	Item	Gutters
Material	Plastic	Extent	
General Comments	No asbestos was found		

Main Building > > Freezer > Location Notes

Building	Main Building	Level	
Location	Freezer	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Hall > Location Notes



Main Building > > Kitchen > Location Notes

Building	Main Building	Level	
Location	Kitchen	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Kitchen store room > Location Notes

Building	Main Building	Level	
Location	Kitchen store room	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

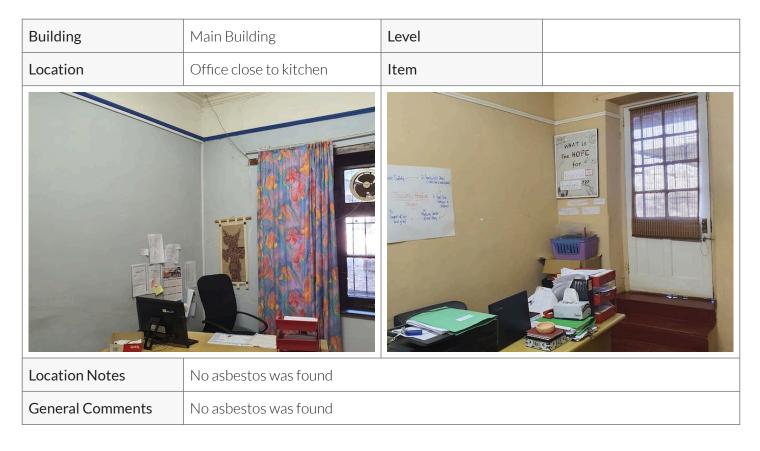
Main Building > > Large room next to computer room > Location Notes

Building	Main Building	Level	
Location	Large room next to computer room	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Office > Location Notes

Building	Main Building	Level	
Location	Office	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Office close to kitchen > Location Notes



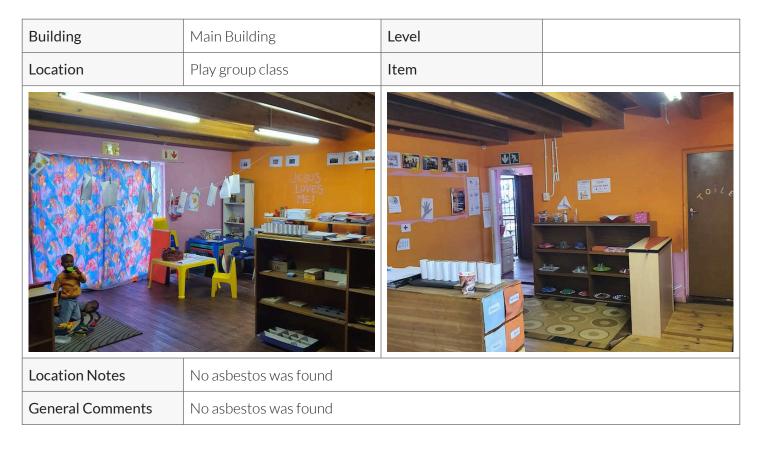
Main Building > > Office next to computer room > Location Notes

Building	Main Building	Level	
Location	Office next to computer room	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Play group big stoor > Location Notes

Building	Main Building	Level	
Location	Play group big stoor	Item	
	CIO single backet done single macket done		
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Play group class > Location Notes



Main Building > > Play group class room store > Location Notes

Building	Main Building	Level
Location	Play group class room store	Item
Location Notes	No asbestos was found	
General Comments	No asbestos was found	

Main Building > > Play group kitchen > Location Notes

Building	Main Building	Level	
Location	Play group kitchen	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Roof 1 > Canadian profile roof sheet

Building	Main Building	Level		
Location	Roof 1	Item	Canadian profile roof sheet	
Material	Compressed	Extent	140m ²	
Material Compressed Extent 140m²				
Strategy / Sample Id	Sample / 002	Fibre Type	Chrysotile	
Recommendation	Removal by licensed contractor			
General Comments	Lots of previous maintenance was done on the roof and due to the fact that the profile is no longer available we recommend that the roof must be replaced by a licensed contractor.			

Material Assessment

Product Type (or Debris from Product)	1	Extent of Damage / Deterioration	2
Surface Type / Treatment	1	Asbestos Type	1
Material Score		5 / Low	

Priority Assessment

Normal Occupant Activity	1	Main Type of Activity in Area	1
Location	0	Likelihood of Disturbance	2
Accessibility	1		
Extent / Amount	3		
Number of Occupants	3	Human Exposure Potential	3
Frequency of Use of Area	3		
Average Time Area is in Use	2		
Type of Maintenance Activity	1	Maintenance Activity	1
Frequency of Maintenance Activity	1		
Priority Score		7	

Asbestos Consulting > Survey Ref: Asbestos identification and assessment

Main Building > > Roof 2 > Location Notes

Building	Main Building	Level	
Location	Roof 2	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Solder 1 > Location Notes

Building	Main Building	Level	
Location	Solder 1	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Solder 2 > Location Notes

Building	Main Building	Level	
Location	Solder 2	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Solder 3 classroom 1 > Location Notes

Building	Main Building	Level	
Location	Solder 3 classroom 1	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Solder 3 classroom 2 > Location Notes

Building	Main Building	Level	
Location	Solder 3 classroom 2	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Solder 3 large class room > Location Notes

Building	Main Building	Level	
Location	Solder 3 large class room	Item	
		Proverbs 35	ogalty & far I to for a start of the start o
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Solder 3 office > Location Notes

Building	Main Building	Level	
Location	Solder 3 office	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Main Building > > Solder 3 office 2 > Location Notes

Building	Main Building	Level	
Location	Solder 3 office 2	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

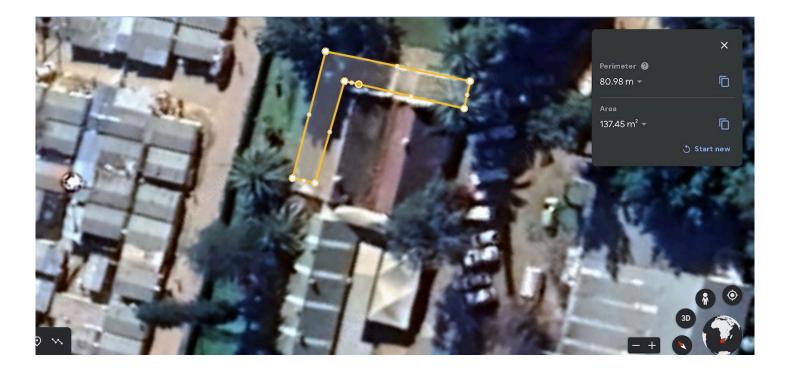
Main Building > > Training lab > Location Notes

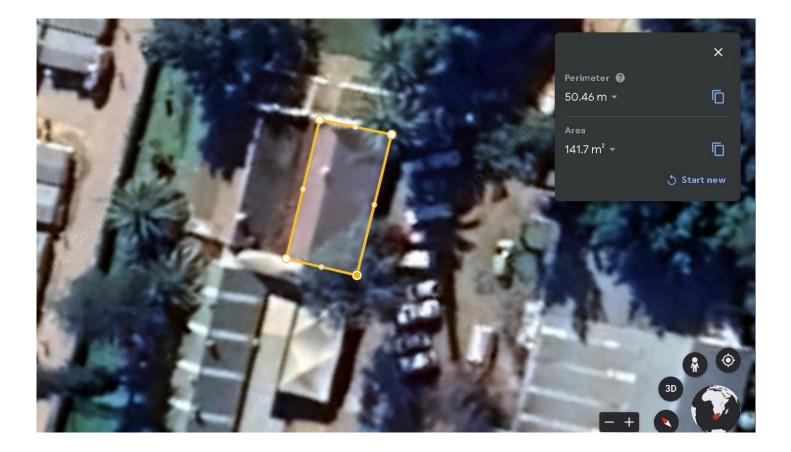
Building	Main Building	Level	
Location	Training lab	Item	
Location Notes	No asbestos was found		
General Comments	No asbestos was found		

Appendices

Floorplans

See following pages...





Bulk Sample Test Certificates

See following pages...

Main building > > Northern and eastern facade > Canadian profile roof sheet

Building	Main building	Level				
Location	Northern and eastern facade	Item	Canadian profile roof sheet			
Material	Compressed	Extent				
Strategy / Sample Id	Sample / 001 Fibre Type Crocidolite					
General Comments	Positive identified as white asbestos (Chrysotile)					

Material Assessment

Product Type (or Debris from Product)		Extent of Damage / Deterioration	2
Surface Type / Treatment	1	Asbestos Type	3
Material Score	·	7/Medium	

Asbestos Sampling Report

Asbestos Sample Information

Main building > > Southern side of main building > Canadian profile roof sheet

Building	Main building	Level		
Location	Southern side of main building	Item	Canadian profile roof sheet	
Material	Compressed	Extent	140m²	
Strategy / Sample Id	Sample / 002	Fibre Type	Crocidolite	
General Comments	Positive tested as white asbestos (Chrysotile)			

Material Assessment

Product Type (or Debris from Product)		Extent of Damage / Deterioration	2
Surface Type / Treatment	1	Asbestos Type	3
Material Score		7 / Medium	

Asbestos Consulting > Survey Ref: Asbestos identification and assessment

Types of Asbestos Survey

HSG 264 (Asbestos: The Survey Guide) describes two types of survey:

Management Surveys

A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACMs in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition. Management surveys can involve a combination of sampling to confirm asbestos is present or presuming asbestos to be present.

Refurbishment and Demolition Surveys

A refurbishment and demolition survey is needed before any refurbishment or demolition work is carried out. This type of survey is used to locate and describe, as far as reasonably practicable, all ACMs in the area where the refurbishment work will take place or in the whole building if demolition is planned. The survey will be fully intrusive and involve destructive inspection, as necessary, to gain access to all areas, including those that may be difficult to reach. A refurbishment and demolition survey may also be required in other circumstances, eg when more intrusive maintenance and repair work will be carried out or for plant removal or dismantling.

Material Assessment Scores

Where ACMs have been identified or presumed, a material score is calculated in accordance with HSG 264 (Asbestos: The Survey Guide). The value assigned to each of the four sample variables is added together to give a total material score between 2 and 12.

Sample Variable	Score	Examples of Score
Product Type 1 (or Debris from		Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc)
Product)	2	Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt
	3	Thermal insulation (eg pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing
Extent of Damage /	0	Good condition: no visible damage
Deterioration	1	Low damage: a few scratches or surface marks; broken edges on board, tiles etc.
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.
Surface Treatment	0	Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles
	1	Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc.
	2	Unsealed asbestos insulating board, or encapsulated lagging and sprays
	3	Unsealed laggings and sprays
Asbestos Type	1	Chrysotile
	2	Amphibole asbestos excluding crocidolite
	3	Crocidolite

The material score determines the potential for a material to release asbestos fibres when disturbed. This score is then categorised to describe the potential:

Material Score	2	3	4	5	6	7	8	9	10	11	12
Category	Very Low		Lc)W		Medium			High		

Priority Assessment Scores

The priority assessment is determined by carrying out an assessment of the likelihood of the ACM being disturbed through: **Normal Occupant Activity**, **Likelihood of Disturbance**, **Human Exposure Potential** and **Maintenance Activity**. Guidance on Priority Assessments is provided in HSG 227 (A Comprehensive Guide to Managing Asbestos in Premises) and HSG 264 (Asbestos: The Survey Guide).

The surveyor has carried out a priority risk assessment on your behalf. This is based on the activities witnessed by the surveyor on the day of the survey. This information can contribute to the risk assessment, however **it is the duty holder's responsibility under CAR 2012 to complete the Risk Assessments using the Survey report and his / her own detailed knowledge of the activities carried out within the premises.**

Assessment Parameter	Score	Examples of Score			
Normal Occupant Activi	ty				
Main Type of Activity in	0	Rare disturbance activity (eg little used store room)			
Area	1	Low disturbance activities (eg office type activity)			
	2	Periodic disturbance (eg industrial or vehicular activity which may cause contact with ACMs)			
	3	High levels of disturbance, (eg fire door with asbestos insulating board sheet in constant use)			
Likelihood of Disturbanc	e				
Location	0	Outdoors			
	1	Large Rooms or well-ventilated areas			
	2	Rooms up to 100 sq metres in area			
	3	Restricted or confined areas			
Accessibility	0	Usually inaccessible or unlikely to be disturbed			
	1	Occasionally likely to be disturbed			
	2	Easily disturbed			
	3	Routinely disturbed			
Extent / Amount	0	Small amounts or single items (eg strings, gaskets)			
	1	Less than 10 sq metres area, or 10 metre pipe run			
	2	10 to 50 sq metres area or 10 to 50 metres pipe run			
	3	More than 50 sq metres, or 50 metres pipe run			
Average Score		Average of scores for Location , Accessibility and Extent / Amount <i>Maximum score of 3</i>			
Human Exposure Potent	ial				
Number of Occupants	0	None			
	1	1 to 3			
	2	4 to 10			
	3	More than 10			
Frequency of Use of	0	Infrequent			
Area	1	Monthly			
	2	Weekly			

table continued from previous page...

Assessment Parameter	Score	Examples of Score
	3	Daily
Average Time Area is in	0	Less than 1 hour
Use	1	1 to less than 3 hours
	2	3 to less than 6 hours
	3	More than 6 hours
Average Score		Average of scores for Number of Occupants, Frequency of Use of Area , and Average Time Area is in Use <i>Maximum score of 3</i>
Maintenance Activity		
Type of Maintenance	0	Minor disturbance (eg possibility of contact when gaining access)
Activity	1	Low disturbance (eg changing light bulbs in asbestos insulating board ceiling)
	2	Medium disturbance (eg lifting one or two asbestos insulating board ceiling tiles to access a valve)
	3	High levels of disturbance (eg removing a number of asbestos insulating board ceiling tiles to replace a valve or for recabling)
Frequency of	0	Unlikely - almost never
Maintenance Activity	1	Less than once a year
	2	Less than once a month
	3	More often than once a month
Average Score		Average of scores for Type of Maintenance Activity and Frequency of Maintenance Activity <i>Maximum score of 3</i>
Total Score		

Risk Assessment Scores

The material score is added to priority assessment score to give a total risk assessment score between 2 and 24. This score can be used to determine the items that require the most immediate attention.

Material Assessment Score + Priority Assessment Score = Risk Assessment Score

2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Lowest Risk																		Hig	hest	Risk		

Asbestos Materials

Asbestos is a naturally occurring mineral composed of soft and flexible fibers that are resistant to heat, electricity and corrosion. These qualities make the mineral useful, but they also make asbestos exposure highly toxic.

Asbestos is a group of six naturally occurring fibrous minerals composed of thin, needle-like fibers. Exposure to asbestos causes several cancers and diseases, including mesothelioma and asbestosis.

Asbestos Morphology

Mineral Group	Fibre Type	Common Name		
Serpentine	Chrysotile	White		
Amphibole	Amosite	Brown		
	Crocidolite	Blue		
	Anthophyllite	n/a		
	Tremolite	n/a		
	Actinolite	n/a		

Note: Anthophyllite was used in limited quantities for insulation products and construction materials. It also occurs as a contaminant in chrysotile asbestos, vermiculite and talc. Tremolite and actinolite are not used commercially, but they can be found as contaminants in chrysotile asbestos, vermiculite and talc.



ASBESTOS MANAGEMENT SURVEY



LOCATION:

Hani Road Kayamandi Stellenbosch 7600

SURVEYED ON:

21 Apr 2023

SURVEY REF:

Asbestos identification and assessment

Asbestos Consulting Tel: +27 66 220 3090 | Web: https://www.asbestossa.net Email: admin@asbestossa.net

Report Details

Report By	Asbestos Consulting					
Client	Stellcare					
Project	Asbestos identification and assessment					
Site Address	Hani Road Kayamandi Stellenbosch 7600					
Site Coordinates	-33.9154924, 18.8489274					
Site Location	Luyolo street					
Site Description	The school consist of two buildings. One metal building wit a metal roof and the other one in concrete with an asbestos roof and PVC gutters and down pipes					
Scope of Work	The purpose of an asbestos survey is to identify and assess the presence of asbestos- containing materials (ACMs) within a building or structure. The survey provides information on the location, condition, and extent of ACMs, which is critical for ensuring the safety of occupants and workers during any refurbishment, demolition, or maintenance activities.					
Surveyors	Albie Klein					
Survey Dates	21 Apr 2023					
QC Date	20 Apr 2023					

Totals

An overview of the data collected on site, during the survey

Very Low	Low	Medium	High
1	0	0	0

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Sign Off

Quality Control Albie Klein 20th Apr 2023



Introduction

This survey was conducted in accordance with **HSG 264 (Asbestos: The Survey Guide)**. Asbestos Consulting cannot accept any liability for loss, injury, damage or penalty issues that arise for reasons of survey scope limitations. Asbestos Consulting cannot be held responsible for asbestos potentially present in areas of the building not explicitly specified within the client instruction, not indicated on provided site plans or not physically possible to access. Asbestos Consulting cannot be held responsible for any damage caused as part of this survey carried out on your behalf. Due to the nature and necessity of sampling for asbestos some damage is unavoidable and will be limited to that necessary for taking of the samples.

Executive Summary

Only the concrete building do have a asbestos roof (big six profile). The roof is in good condition but it's recommended that the roof must be encapsulated and painted to lower the risk of exposure. Products are available to encapsulate and paint the roof without cleaning it which prohibited by the Asbestos Abatement Regulation

Variations to Scope

All areas within scope were accessed during the survey

Summary of Asbestos-Containing Materials

These suspected materials were assessed as **asbestos-containing**.

Building / Level / Location	Item	Material	Material Score	Recommendation	Page
Brick building / / Roof	Big six roof sheets	Compressed	4 Very Low	Encapsulate	18

Summary of Non-Asbestos-Containing Materials

These suspected materials were assessed as non-asbestos-containing.

Building / Level / Location	Item	Material	Page
	nothing to show		

Summary of Locations or Items of Limited Access

These locations or items could not be fully accessed during survey. Asbestos should be presumed to be present until a further assessment can be undertaken. Note that the survey scope may exclude other areas - see **Report Details** (p. 2) and **Variations to Scope (p. 4)**.

Building / Level / Location	Inspect	Access / Notes	Photo 1	Photo 2	Page				
	all locations and items were fully accessed								

Register

The register contains priority scoring, please see Priority Assessment Scores (p. 38) and Risk Assessment Scores (p. 39) for further information.

Building / Level / Location	Item	Material	Strategy / Sample Id	Extent	Fibre Type	Product Type	Extent of Damage	Surface Treatment	Material Score	Priority Score	Recommendation	Page
Brick building / / Roof	Big six roof sheets	Compressed	Sample 001	400m²	Chrysotile	1	1	1	4 Very Low	7	Encapsulate	18

Inspected Locations and Items

A summary of all locations and items inspected during the survey, including ACMs, non-ACMs and items & locations that could not be fully accessed.

Building / Level / Location	Item	Material	Access / Notes	Material Score	Priority Score	Recommendation	Page
Brick building / / Bath room	No asbestos						10
Brick building / / Bath room girls	No asbestos						11
Brick building / / Down pipes	No asbestos						12
Brick building / / Enterance	No asbestos						13
Brick building / / Facias	No asbestos						14
Brick building / / Gutters	No asbestos						15
Brick building / / Kitchen	No asbestos						16
Brick building / / Office 1	No asbestos						17
Brick building / / Roof	Big six roof sheets	Compressed		4 Very Low	7	Encapsulate	18
Brick building / / Room 1	No asbestos						19
Brick building / / Room 2	No asbestos						20
Brick building / / Room 3	No asbestos						21
Brick building / / Room 4	No asbestos						22
Brick building / / Room 5	No asbestos						23
Brick building / / Room 6	No asbestos						24
Brick building / / Store room	No asbestos						25
Metal building / / Classroom	No asbestos						26
Metal building / / Inside walls	No asbestos						27
Metal building / / Kitchen	No asbestos						28
Metal building / / Reception	No asbestos						29

table continued from previous page...

Building / Level / Location	Item	Material	Access / Notes	Material Score	Priority Score	Recommendation	Page
Metal building / / Roof	No asbestos						30

Inspection Photographs

See following pages for additional photographs, notes and scores for inspected locations and items...

Brick building > > Bath room > Location Notes



Brick building > > Bath room girls > Location Notes

Building	Brick building	Level	
Location	Bath room girls	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Down pipes > Location Notes

Building	Brick building	Level	
Location	Down pipes	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Enterance > Location Notes

Building	Brick building	Level	
Location	Enterance	Item	
Re nor			
Location Notes	No asbestos		

Brick building > > Facias > Location Notes

Building	Brick building	Level	
Location	Facias	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Gutters > Location Notes

Building	Brick building	Level	
Location	Gutters	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Kitchen > Location Notes

Building	Brick building	Level	
Location	Kitchen	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Office 1 > Location Notes

Building	Brick building	Level	
Location	Office 1	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Roof > Big six roof sheets

Building	Brick building	Level	
Location	Roof	Item	Big six roof sheets
Material	Compressed	Extent	400m ²
Strategy / Sample Id	Sample / 001	Fibre Type	Chrysotile
Recommendation	Encapsulate		
General Comments	It is recommended that the roof must be encapsulated to reduce the risk of exposure.		

Material Assessment

Product Type (or Debris from Product)	1	Extent of Damage / Deterioration	
Surface Type / Treatment	1	Asbestos Type	1
Material Score		4 / Very Low	

Priority Assessment

Normal Occupant Activity	1	Main Type of Activity in Area	1
Location	0	Likelihood of Disturbance	2
Accessibility	1		
Extent / Amount	3		
Number of Occupants	3	Human Exposure Potential	3
Frequency of Use of Area	3		
Average Time Area is in Use	2		
Type of Maintenance Activity	1	Maintenance Activity	1
Frequency of Maintenance Activity	1		
Priority Score		7	

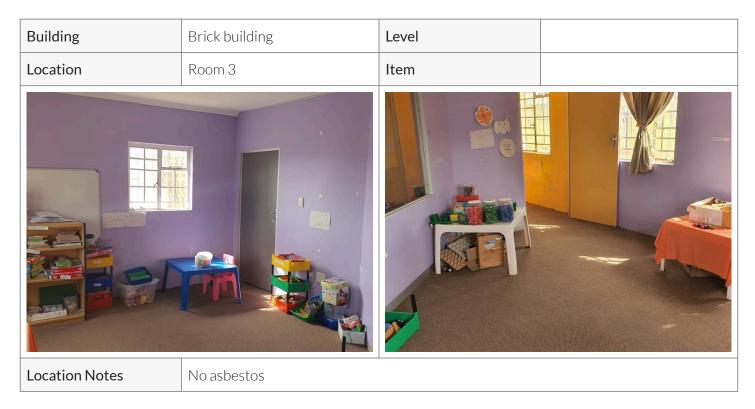
Brick building > > Room 1 > Location Notes

Building	Brick building	Level	
Location	Room 1	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Room 2 > Location Notes

Building	Brick building	Level	
Location	Room 2	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Room 3 > Location Notes



Brick building > > Room 4 > Location Notes

Building	Brick building	Level	
Location	Room 4	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Room 5 > Location Notes

Building	Brick building	Level	
Location	Room 5	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Room 6 > Location Notes

Building	Brick building	Level	
Location	Room 6	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Brick building > > Store room > Location Notes

Building	Brick building	Level	
Location	Store room	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Metal building > > Classroom > Location Notes

Building	Metal building	Level	
Location	Classroom	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Metal building > > Inside walls > Location Notes

Building	Metal building	Level	
Location	Inside walls	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Metal building > > Kitchen > Location Notes

Building	Metal building	Level	
Location	Kitchen	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Metal building > > Reception > Location Notes

Building	Metal building	Level	
Location	Reception	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Metal building > > Roof > Location Notes

Building	Metal building	Level	
Location	Roof	Item	
Location Notes	No asbestos		
General Comments	No asbestos		

Appendices

Floorplans

See following pages...



Bulk Sample Test Certificates

See following pages...

Asbestos Management Survey

Survey Inspection Detail

Inspection Photographs

See following pages for additional photographs, notes and scores for inspected locations and items...

Asbestos Consulting > Survey Ref: Asbestos identification and assessment

Asbestos Management Survey

Survey Inspection Detail

Concrete building > > Roof > Roof sheets

Building	Concrete building	Level	
Location	Roof	Item	Roof sheets
Material	Compressed	Extent	
General Comments	Positive tested for asbestos. Chrysotile		

Asbestos Consulting > Survey Ref: Asbestos identification and assessment

Types of Asbestos Survey

HSG 264 (Asbestos: The Survey Guide) describes two types of survey:

Management Surveys

A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACMs in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition. Management surveys can involve a combination of sampling to confirm asbestos is present or presuming asbestos to be present.

Refurbishment and Demolition Surveys

A refurbishment and demolition survey is needed before any refurbishment or demolition work is carried out. This type of survey is used to locate and describe, as far as reasonably practicable, all ACMs in the area where the refurbishment work will take place or in the whole building if demolition is planned. The survey will be fully intrusive and involve destructive inspection, as necessary, to gain access to all areas, including those that may be difficult to reach. A refurbishment and demolition survey may also be required in other circumstances, eg when more intrusive maintenance and repair work will be carried out or for plant removal or dismantling.

Material Assessment Scores

Where ACMs have been identified or presumed, a material score is calculated in accordance with HSG 264 (Asbestos: The Survey Guide). The value assigned to each of the four sample variables is added together to give a total material score between 2 and 12.

Sample Variable	Score	Examples of Score
Product Type (or Debris from	1	Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc)
Product)	2	Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt
	3	Thermal insulation (eg pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing
Extent of Damage /	0	Good condition: no visible damage
Deterioration	1	Low damage: a few scratches or surface marks; broken edges on board, tiles etc.
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.
Surface Treatment	0	Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles
	1	Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc.
	2	Unsealed asbestos insulating board, or encapsulated lagging and sprays
	3	Unsealed laggings and sprays
Asbestos Type	1	Chrysotile
	2	Amphibole asbestos excluding crocidolite
	3	Crocidolite

The material score determines the potential for a material to release asbestos fibres when disturbed. This score is then categorised to describe the potential:

Material Score	2	3	4	5	6	7	8	9	10	11	12
Category	١	/ery Lov	V	Lc)W		Medium			High	

Priority Assessment Scores

The priority assessment is determined by carrying out an assessment of the likelihood of the ACM being disturbed through: **Normal Occupant Activity**, **Likelihood of Disturbance**, **Human Exposure Potential** and **Maintenance Activity**. Guidance on Priority Assessments is provided in HSG 227 (A Comprehensive Guide to Managing Asbestos in Premises) and HSG 264 (Asbestos: The Survey Guide).

The surveyor has carried out a priority risk assessment on your behalf. This is based on the activities witnessed by the surveyor on the day of the survey. This information can contribute to the risk assessment, however **it is the duty holder's responsibility under CAR 2012 to complete the Risk Assessments using the Survey report and his / her own detailed knowledge of the activities carried out within the premises.**

Assessment Parameter	rameter Score Examples of Score						
Normal Occupant Activi	ty						
Main Type of Activity in	0	Rare disturbance activity (eg little used store room)					
Area	1	Low disturbance activities (eg office type activity)					
	2	Periodic disturbance (eg industrial or vehicular activity which may cause contact with ACMs)					
	3	High levels of disturbance, (eg fire door with asbestos insulating board sheet in constant use)					
Likelihood of Disturbanc	e						
Location	0	Outdoors					
	1	Large Rooms or well-ventilated areas					
	2	Rooms up to 100 sq metres in area					
	3	Restricted or confined areas					
Accessibility	0	Usually inaccessible or unlikely to be disturbed					
	1	Occasionally likely to be disturbed					
	2	Easily disturbed					
	3	Routinely disturbed					
Extent / Amount	0	Small amounts or single items (eg strings, gaskets)					
	1	Less than 10 sq metres area, or 10 metre pipe run					
	2	10 to 50 sq metres area or 10 to 50 metres pipe run					
	3	More than 50 sq metres, or 50 metres pipe run					
Average Score		Average of scores for Location , Accessibility and Extent / Amount <i>Maximum score of 3</i>					
Human Exposure Potent	ial						
Number of Occupants	0	None					
	1	1 to 3					
	2	4 to 10					
	3	More than 10					
Frequency of Use of	0	Infrequent					
Area	1	Monthly					
	2	Weekly					

table continued from previous page...

Assessment Parameter	Score	Examples of Score
	3	Daily
Average Time Area is in	0	Less than 1 hour
Use	1	1 to less than 3 hours
	2	3 to less than 6 hours
	3	More than 6 hours
Average Score		Average of scores for Number of Occupants, Frequency of Use of Area , and Average Time Area is in Use <i>Maximum score of 3</i>
Maintenance Activity		
Type of Maintenance	0	Minor disturbance (eg possibility of contact when gaining access)
Activity	1	Low disturbance (eg changing light bulbs in asbestos insulating board ceiling)
	2	Medium disturbance (eg lifting one or two asbestos insulating board ceiling tiles to access a valve)
	3	High levels of disturbance (eg removing a number of asbestos insulating board ceiling tiles to replace a valve or for recabling)
Frequency of	0	Unlikely - almost never
Maintenance Activity	1	Less than once a year
	2	Less than once a month
	3	More often than once a month
Average Score		Average of scores for Type of Maintenance Activity and Frequency of Maintenance Activity <i>Maximum score of 3</i>
Total Score		

Risk Assessment Scores

The material score is added to priority assessment score to give a total risk assessment score between 2 and 24. This score can be used to determine the items that require the most immediate attention.

Material Assessment Score + Priority Assessment Score = Risk Assessment Score

2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Low	/est R	lisk																		Hig	hest	Risk

Asbestos Materials

Asbestos is a naturally occurring mineral composed of soft and flexible fibers that are resistant to heat, electricity and corrosion. These qualities make the mineral useful, but they also make asbestos exposure highly toxic.

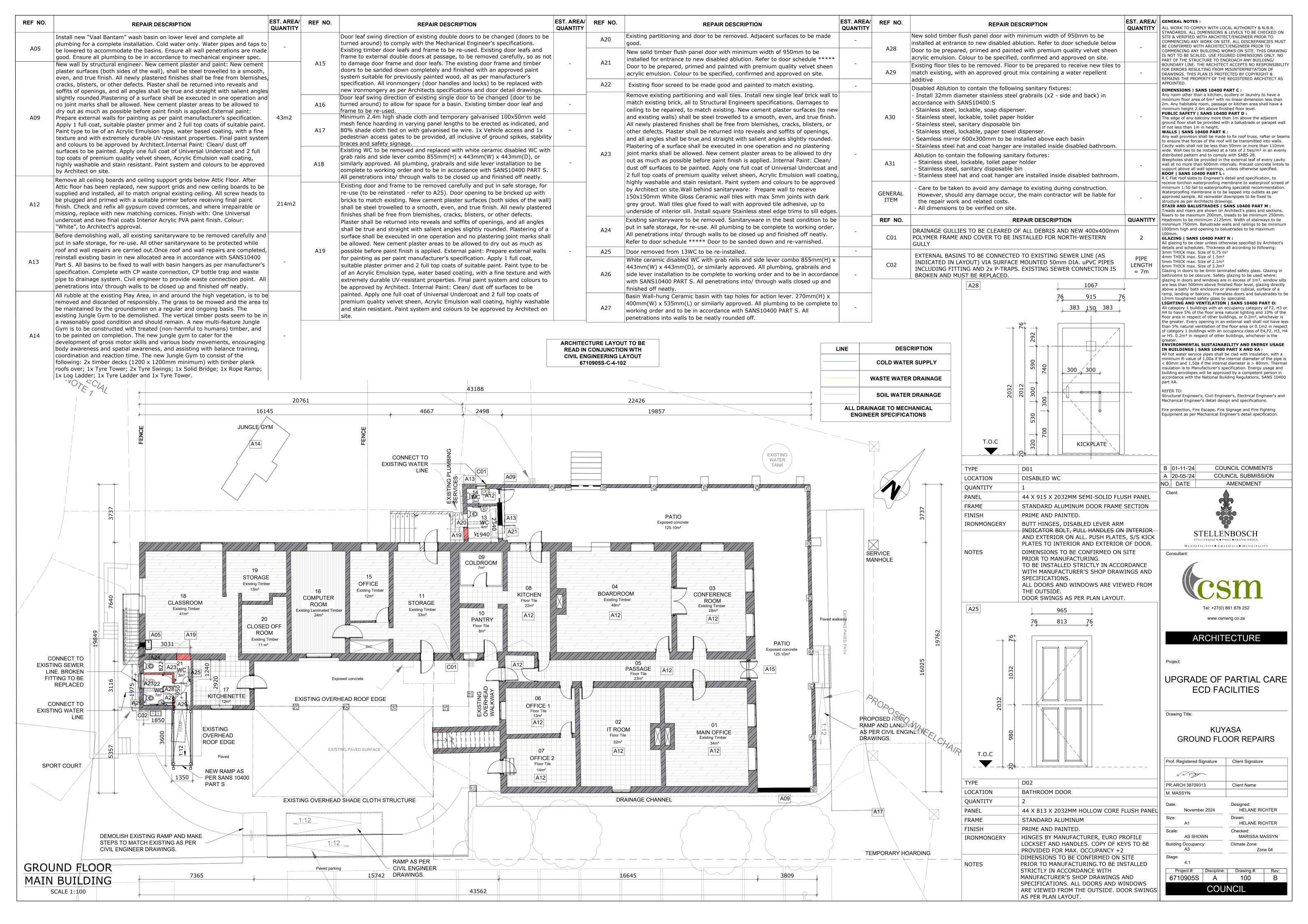
Asbestos is a group of six naturally occurring fibrous minerals composed of thin, needle-like fibers. Exposure to asbestos causes several cancers and diseases, including mesothelioma and asbestosis.

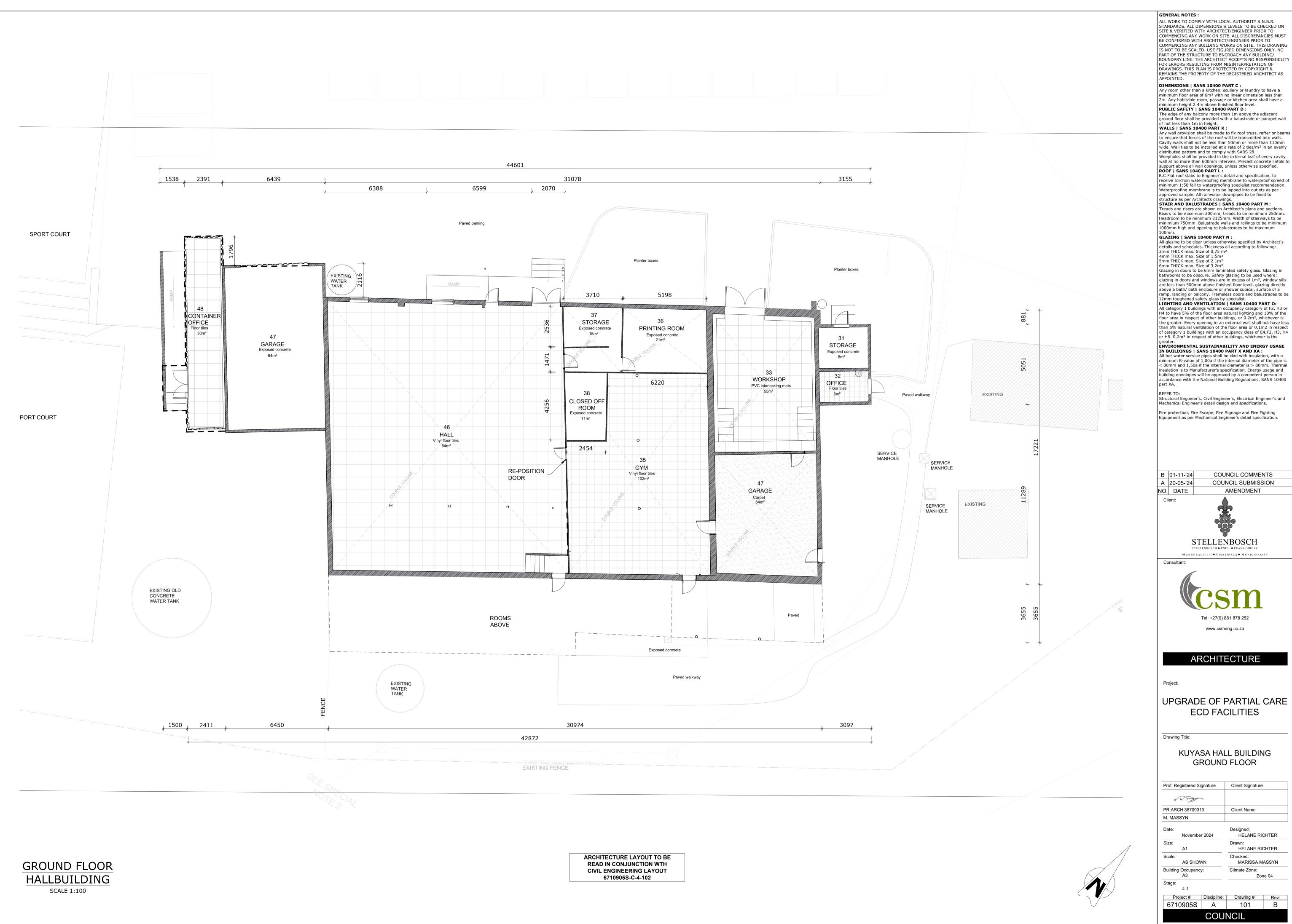
Asbestos Morphology

Mineral Group	Fibre Type	Common Name
Serpentine	Chrysotile	White
Amphibole	Amosite	Brown
	Crocidolite	Blue
	Anthophyllite	n/a
	Tremolite	n/a
	Actinolite	n/a

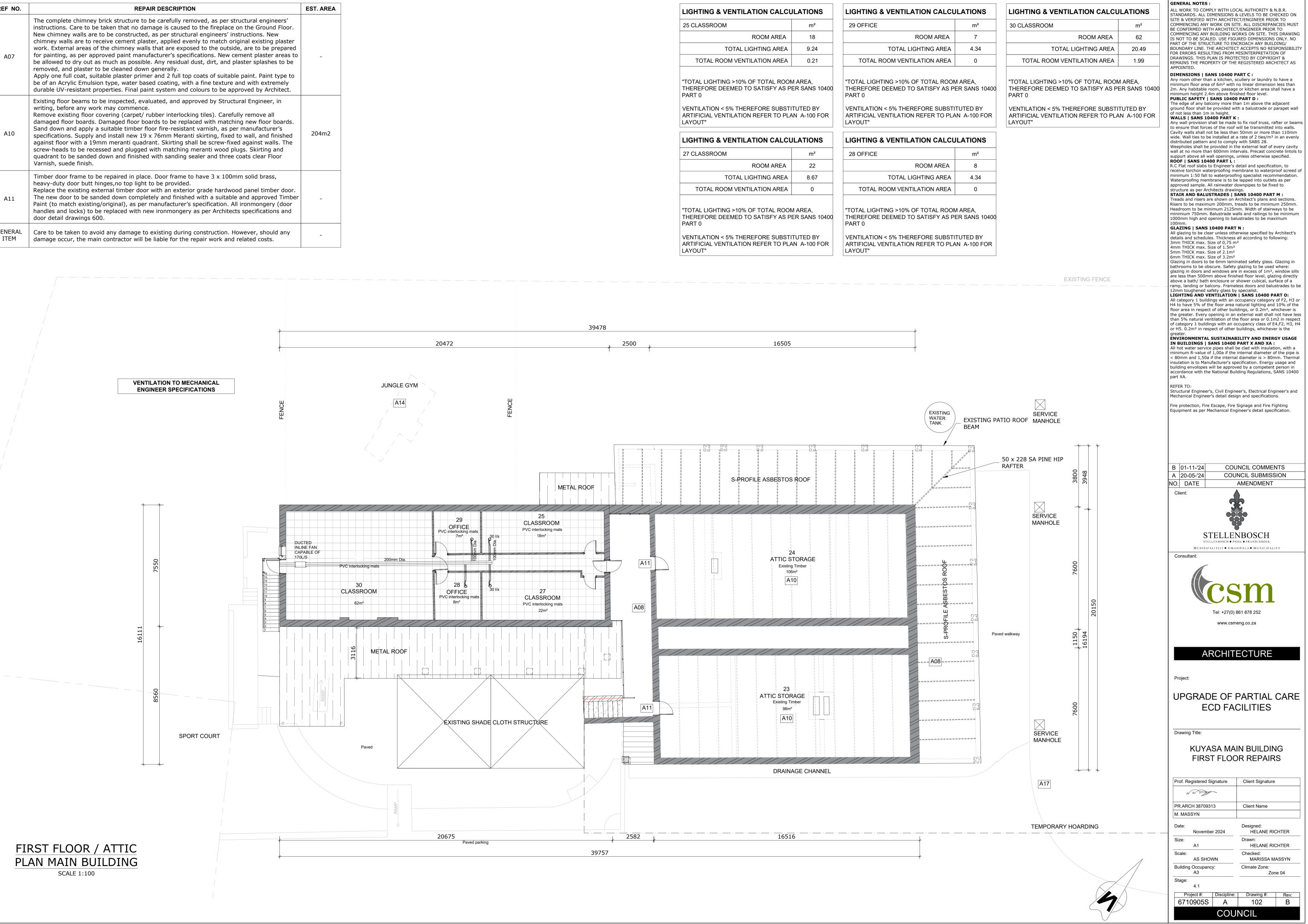
Note: Anthophyllite was used in limited quantities for insulation products and construction materials. It also occurs as a contaminant in chrysotile asbestos, vermiculite and talc. Tremolite and actinolite are not used commercially, but they can be found as contaminants in chrysotile asbestos, vermiculite and talc.

APPENDIX C: DRAWINGS AND SPECIFICATIONS





REF NO.	REPAIR DESCRIPTION	EST. AREA
A07	The complete chimney brick structure to be carefully removed, as per structural engineers' instructions. Care to be taken that no damage is caused to the fireplace on the Ground Floor. New chimney walls are to be constructed, as per structural engineers' instructions. New chimney walls are to receive cement plaster, applied evenly to match original existing plaster work. External areas of the chimney walls that are exposed to the outside, are to be prepared for painting, as per approved paint manufacturer's specifications. New cement plaster areas to be allowed to dry out as much as possible. Any residual dust, dirt, and plaster splashes to be removed, and plaster to be cleaned down generally. Apply one full coat, suitable plaster primer and 2 full top coats of suitable paint. Paint type to be of an Acrylic Emulsion type, water based coating, with a fine texture and with extremely durable UV-resistant properties. Final paint system and colours to be approved by Architect.	_
A10	Existing floor beams to be inspected, evaluated, and approved by Structural Engineer, in writing, before any work may commence. Remove existing floor covering (carpet/ rubber interlocking tiles). Carefully remove all damaged floor boards. Damaged floor boards to be replaced with matching new floor boards. Sand down and apply a suitable timber floor fire-resistant varnish, as per manufacturer's specifications. Supply and install new 19 x 76mm Meranti skirting, fixed to wall, and finished against floor with a 19mm meranti quadrant. Skirting shall be screw-fixed against walls. The screw-heads to be recessed and plugged with matching meranti wood plugs. Skirting and quadrant to be sanded down and finished with sanding sealer and three coats clear Floor Varnish, suede finish.	204m2
A11	Timber door frame to be repaired in place. Door frame to have 3 x 100mm solid brass, heavy-duty door butt hinges,no top light to be provided. Replace the existing external timber door with an exterior grade hardwood panel timber door. The new door to be sanded down completely and finished with a suitable and approved Timber Paint (to match existing/original), as per manufacturer's specification. All ironmongery (door handles and locks) to be replaced with new ironmongery as per Architects specifications and door detail drawings 600.	-
GENERAL ITEM	Care to be taken to avoid any damage to existing during construction. However, should any damage occur, the main contractor will be liable for the repair work and related costs.	-



25 CLASSROOM	m²
ROOM AREA	18
TOTAL LIGHTING AREA	9.24
TOTAL ROOM VENTILATION AREA	0.21
	•

27 CLASSROOM	m²
ROOM AREA	22
TOTAL LIGHTING AREA	8.67
TOTAL ROOM VENTILATION AREA	0

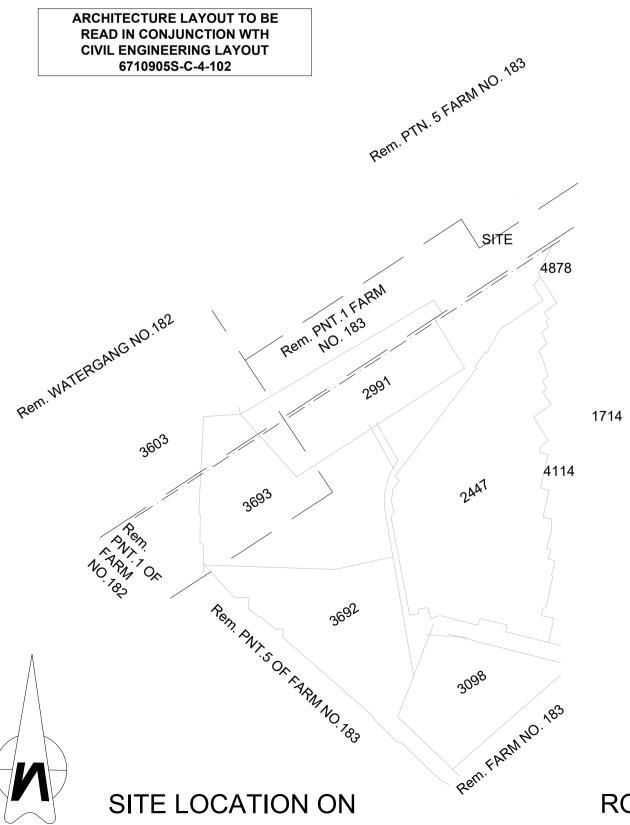
LIGHTING & VENTILATION CALCU	JLATIONS			
29 OFFICE	m²			
ROOM AREA	7			
TOTAL LIGHTING AREA	4.34			
TOTAL ROOM VENTILATION AREA	0			
"TOTAL LIGHTING >10% OF TOTAL ROOM THEREFORE DEEMED TO SATISFY AS P PART 0	,			

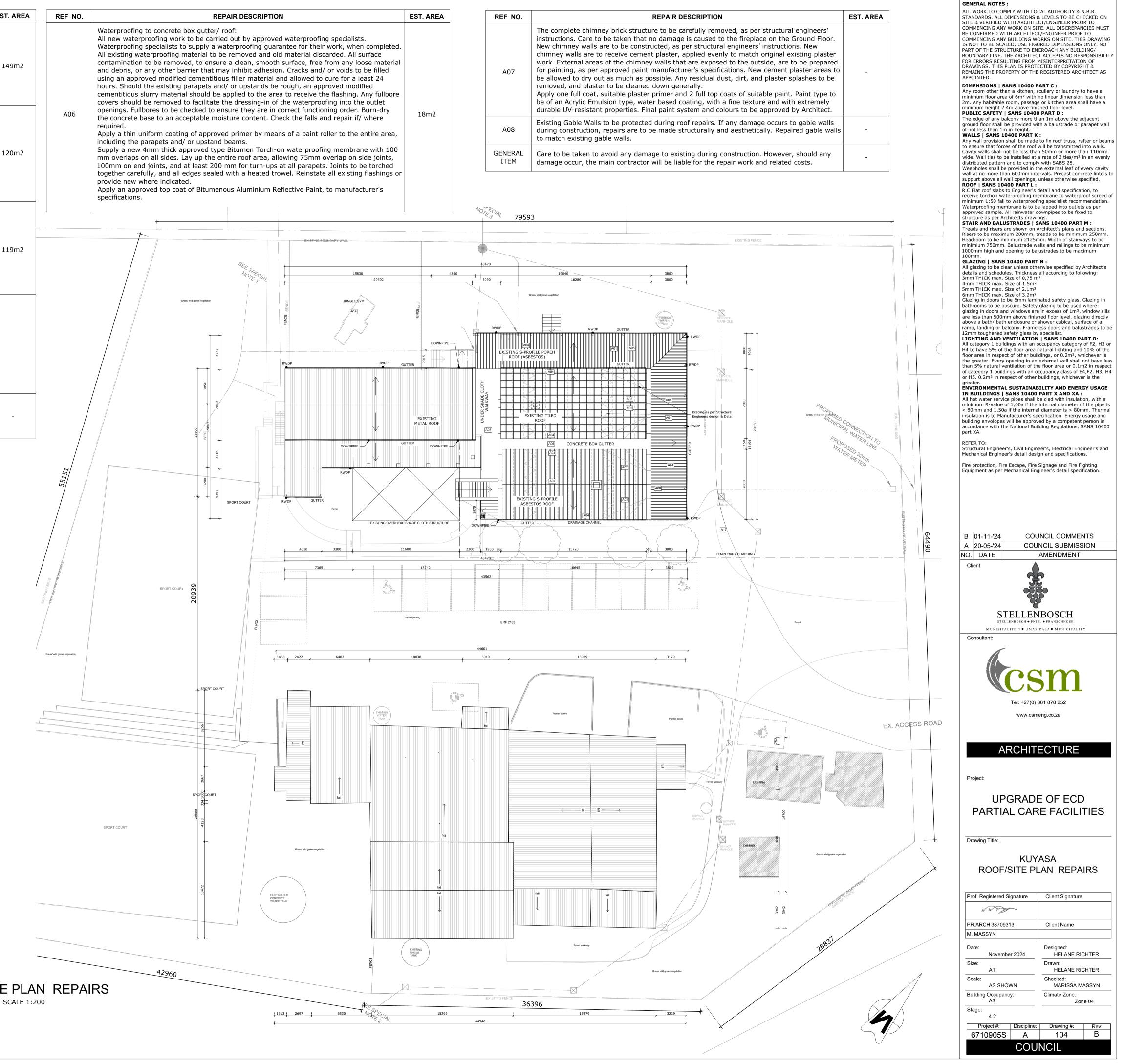
28 OFFICE	m²
ROOM AREA	8
TOTAL LIGHTING AREA	4.34
TOTAL ROOM VENTILATION AREA	0

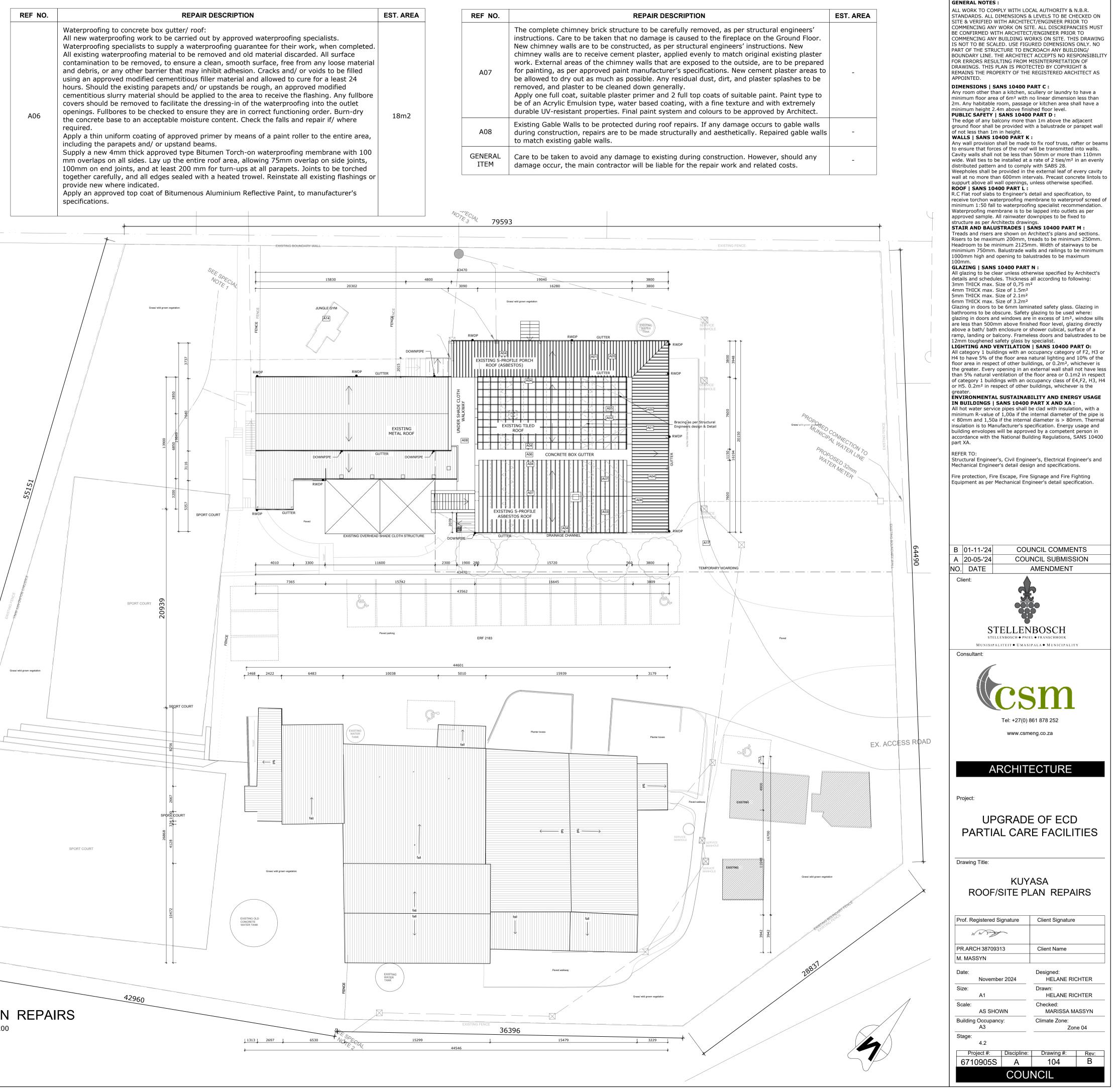


REF NO.	REPAIR DESCRIPTION	EST. AREA	REF NO.	
A01	All existing roof sheeting over the Patio area to be removed, and discarded in accordance with the Asbestos Abatement Regulations 2020. The condition of existing timber trusses and beams to be determined during Engineer's inspection, and specifications issued accordingly. The condition of the existing timber purlins to be checked, and repaired where required. New treated timber purlins (size to match existing) to be added where required. Timber purlin spacing to be confirmed with the manufacturer of the roof sheeting. New Fibre Cement (S- profile, Big Six profile) roof sheeting to be installed, on the patio roof, complete with all profile end closers, flashings, hip caps, ridge caps, fascias, and barge boards, all as per manufacturer's specification.	149m2		Waterproofing to concre All new waterproofing w Waterproofing specialists All existing waterproofin contamination to be rem and debris, or any other using an approved modif hours. Should the existin cementitious slurry mate covers should be removed
A02	Remove all existing roof tiles and existing 38 x 38mm timber purlins. Engineer to inspect the condition of the existing timber trusses and beams. Approval to re-use the existing trusses and beams must be obtained from the Engineer, in writing, before any work may commence. New 75 x 50mm treated timber purlins to be nailed to roof trusses at 1m centres maximum, or as specified by the roof sheet manufacturer. New Big Six profile roof sheeting to be installed, complete with all profile end closers, flashings, hip caps, ridge caps, fascias, and barge boards, all as per manufacturer's specification. New Sisalation FR 430 Heavy foil insulation to be installed between the roof trusses and the purlins, complete with straining wires to accommodate the spans, all as per manufacturer's specification. The complete roof is to be made watertight.	120m2	A06	openings. Fullbores to be the concrete base to an required. Apply a thin uniform coa including the parapets an Supply a new 4mm thick mm overlaps on all sides 100mm on end joints, an together carefully, and a provide new where indic Apply an approved top co specifications.
A03	All existing roof sheeting to be removed, and discarded in accordance with the Asbestos Abatement Regulations 2020, by a licensed contrator. Engineer to inspect the condition of the existing timber trusses and beams. Approval to re-use the existing trusses and beams, must first be obtained from the Engineer, in writing, before any work may commence. The condition of the existing timber purlins to be inspected where required. New treated timber purlins (size to match existing) to be added where required. Timber purlin spacing to be confirmed with the manufacturer of the roof sheeting. Supply new fibre cement roof sheeting, with a profile to match the Big Six roof sheeting profile, complete with all profile end closers, flashings, hip caps, ridge caps, fascias, and barge boards, all as per manufacturer's specification.	119m2		
A04	The existing square PVC gutters and downpipes to be protected while working on roof. The existing gutters to be cleaned and re-aligned to fall towards existing downpipes. Repair existing gutters where required. Add brackets and new downpipes where required, complete with gutter offsets and shoes. Complete gutter system to be watertight. Existing gutters and down pipes manufactured from Asbestos, to be removed in accordance to the Asbestos Abatement Regulations 2020. Replace with half round PVC gutters on brackets as supplied by the manufacturer, and with 75mm Ø PVC downpipes. Gutters shall be completely sealed at joints, corners, and endcaps. Gutters to be laid with a fall towards outlets. New downpipes shall include all shoes, offsets, brackets, etc. See Civil Engineer specifications/ drawings/ details for position of new gutters and new downpipes. All rainwater goods to be installed to fully functioning order.			
A05	Install new "Vaal Bantam" wash basin on lower level and complete all plumbing for a complete installation. Cold water only. Water pipes and taps to be lowered to accommodate the basins. Ensure all wall penetrations are made good. Ensure all plumbing to be in accordance to mechanical engineer spec.	-		

SITE INFORMATION FOR ERF RE/2183									
ZONING:	LESS FORMAL RESIDENTIA	LESS FORMAL RESIDENTIAL ZONE							
LAND USE:	,	OTHER SOCIAL, EDUCATIONAL,RELIGIOUS, OCCUPATION OR BUSINESS PURPOSE (PRIMARY USE)							
COVERAGE:	MAX <80%	MAX <80%							
	AREA OF SITE: 310485m ²								
	AREA OF BUILDING: 1515.64m ²								
	COVERAGE :0.49% (THEREFORE 0.49%<80%, COMPLIANT)								
Province of the Western Cape: Provincial Gazette Extraordinary 8851 17 November 2023									

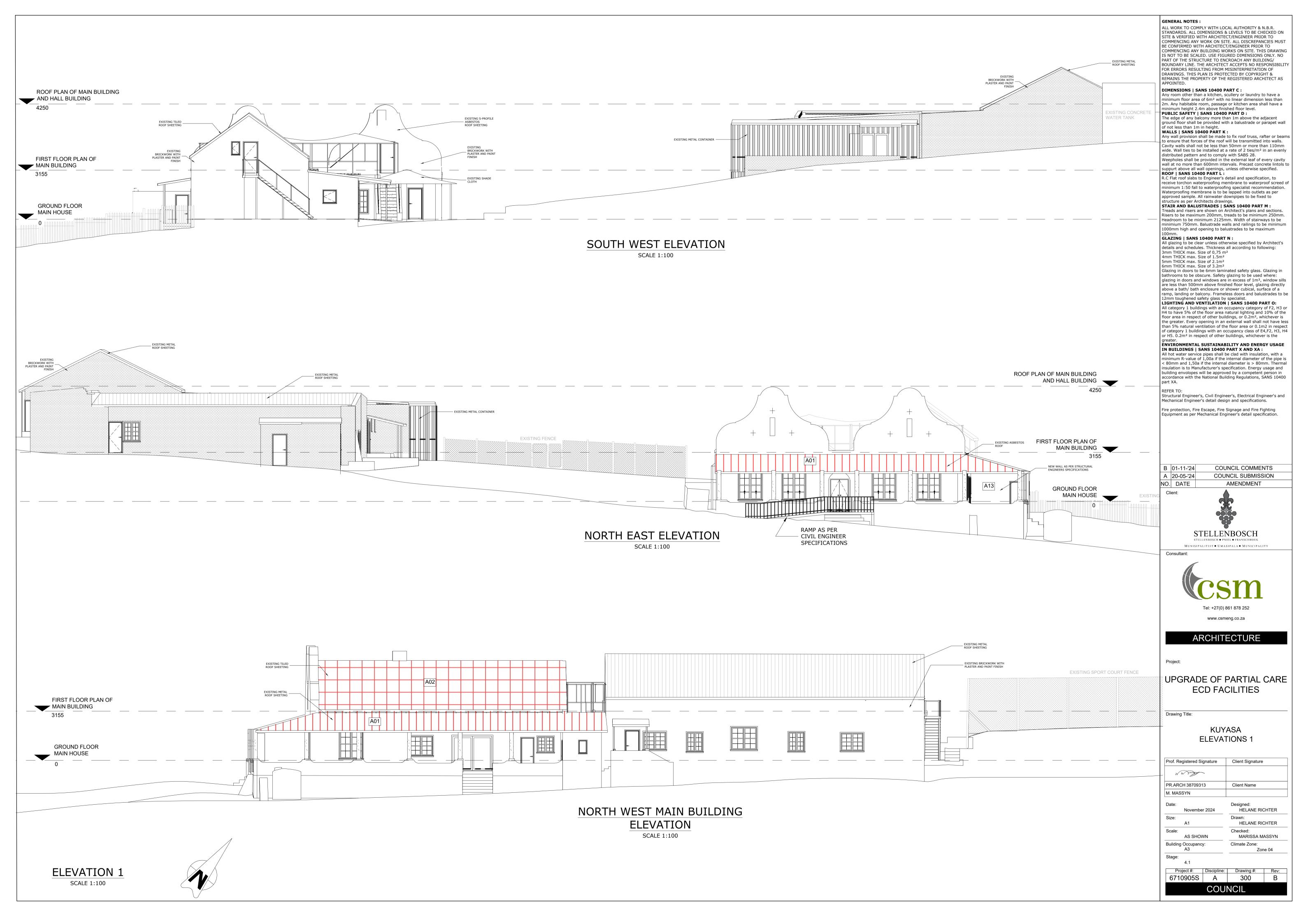




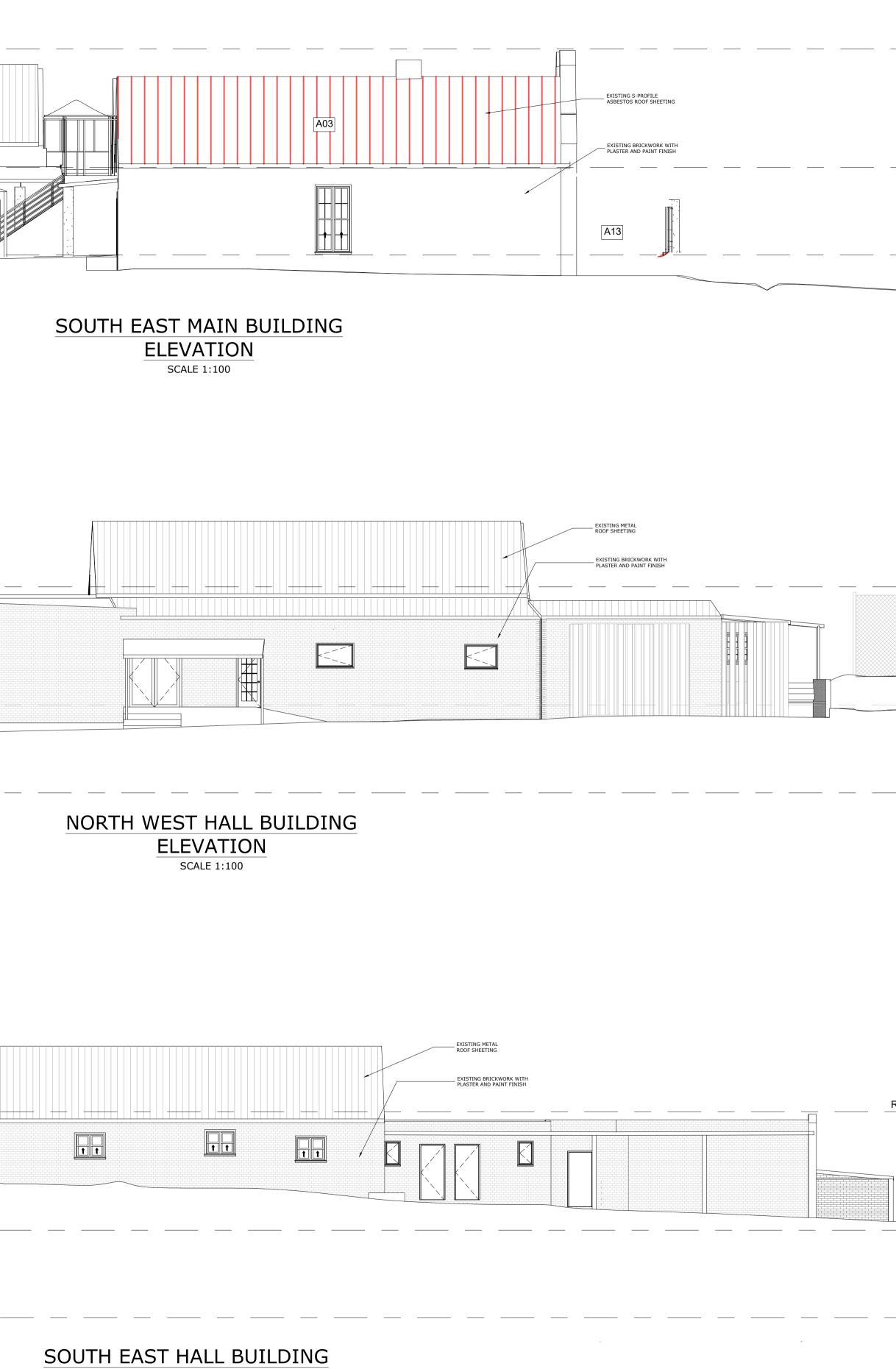


ROOF/SITE PLAN REPAIRS

ERF 2183 SCALE 1: NTS



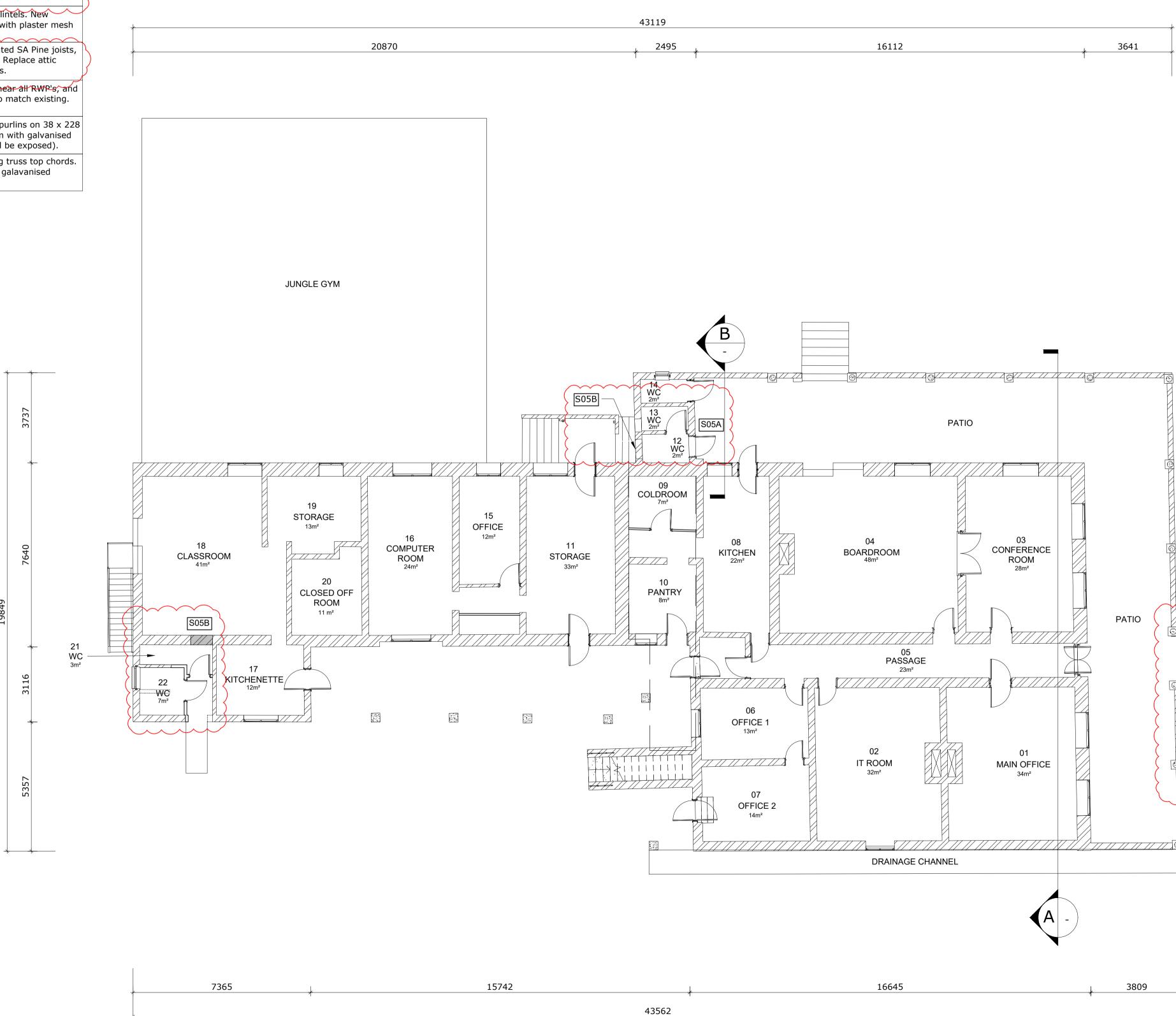
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ROOF PLAN OF MAIN BUILDING AND HALL BUILDING 4250 FIRST FLOOR PLAN OF MAIN BUILDING 3155 GROUND FLOOR MAIN HOUSE 0		
	EXISTING CONCRETE WATER TANK	
ELEVATION 2 SCALE 1:100		



DUTH EAST HALL BUILDIN ELEVATION SCALE 1:100

	GENERAL NOTES : ALL WORK TO COMPLY WITH LOCAL AUTHORITY & N.B.R. STANDARDS. ALL DIMENSIONS & LEVELS TO BE CHECKED ON
	SITE & VERIFIED WITH ARCHITECT/ENGINEER PRIOR TO COMMENCING ANY WORK ON SITE. ALL DISCREPANCIES MUST BE CONFIRMED WITH ARCHITECT/ENGINEER PRIOR TO
	COMMENCING ANY BUILDING WORKS ON SITE. THIS DRAWING IS NOT TO BE SCALED. USE FIGURED DIMENSIONS ONLY. NO PART OF THE STRUCTURE TO ENCROACH ANY BUILDING/
	BOUNDARY LINE. THE ARCHITECT ACCEPTS NO RESPONSIBILITY FOR ERRORS RESULTING FROM MISINTERPRETATION OF DRAWINGS. THIS PLAN IS PROTECTED BY COPYRIGHT &
ROOF PLAN OF MAIN BUILDING AND HALL BUILDING	REMAINS THE PROPERTY OF THE REGISTERED ARCHITECT AS APPOINTED. DIMENSIONS SANS 10400 PART C :
4200	Any room other than a kitchen, scullery or laundry to have a minimum floor area of 6m ² with no linear dimension less than 2m. Any habitable room, passage or kitchen area shall have a
	minimum height 2.4m above finished floor level. PUBLIC SAFETY SANS 10400 PART D : The edge of any balcony more than 1m above the adjacent
	ground floor shall be provided with a balustrade or parapet wall of not less than 1m in height. WALLS SANS 10400 PART K :
FIRST FLOOR PLAN OF MAIN BUILDING	Any wall provision shall be made to fix roof truss, rafter or beams to ensure that forces of the roof will be transmitted into walls. Cavity walls shall not be less than 50mm or more than 110mm
3155	wide. Wall ties to be installed at a rate of 2 ties/m ² in an evenly distributed pattern and to comply with SABS 28. Weepholes shall be provided in the external leaf of every cavity
	wall at no more than 600mm intervals. Precast concrete lintols to suppurt above all wall openings, unless otherwise specified. ROOF SANS 10400 PART L : R.C Flat roof slabs to Engineer's detail and specification, to
	receive torchon waterproofing membrane to waterproof screed of minimum 1:50 fall to waterproofing specialist recommendation. Waterproofing membrane is to be lapped into outlets as per
	approved sample. All rainwater downpipes to be fixed to structure as per Architects drawings. STAIR AND BALUSTRADES SANS 10400 PART M :
0	Treads and risers are shown on Architect's plans and sections. Risers to be maximum 200mm, treads to be minimum 250mm. Headroom to be minimum 2125mm. Width of stairways to be
	minimium 750mm. Balustrade walls and railings to be minimum 1000mm high and opening to balustrades to be maximum 100mm.
	GLAZING SANS 10400 PART N : All glazing to be clear unless otherwise specified by Architect's details and schedules. Thickness all according to following:
	3mm THICK max. Size of 0,75 m ² 4mm THICK max. Size of 1.5m ² 5mm THICK max. Size of 2.1m ²
	6mm THICK max. Size of 3.2m ² Glazing in doors to be 6mm laminated safety glass. Glazing in bathrooms to be obscure. Safety glazing to be used where:
	glazing in doors and windows are in excess of 1m ² , window sills are less than 500mm above finished floor level, glazing directly above a bath/ bath enclosure or shower cubical, surface of a
	ramp, landing or balcony. Frameless doors and balustrades to be 12mm toughened safety glass by specialist. LIGHTING AND VENTILATION SANS 10400 PART O:
	All category 1 buildings with an occupancy category of F2, H3 or H4 to have 5% of the floor area natural lighting and 10% of the
	floor area in respect of other buildings, or 0.2m ² , whichever is the greater. Every opening in an external wall shall not have less than 5% natural ventilation of the floor area or 0.1m2 in respect
	of category 1 buildings with an occupancy class of E4,F2, H3, H4 or H5. 0.2m ² in respect of other buildings, whichever is the greater.
	ENVIRONMENTAL SUSTAINABILITY AND ENERGY USAGE IN BUILDINGS SANS 10400 PART X AND XA : All hot water service pipes shall be clad with insulation, with a
	minimum R-value of 1,00a if the internal diameter of the pipe is < 80mm and 1,50a if the internal diameter is > 80mm. Thermal insulation is to Manufacturer's specification. Energy usage and
	building envolopes will be approved by a competent person in accordance with the National Building Regulations, SANS 10400 part XA.
	REFER TO: Structural Engineer's, Civil Engineer's, Electrical Engineer's and
	Mechanical Engineer's detail design and specifications. Fire protection, Fire Escape, Fire Signage and Fire Fighting
	Equipment as per Mechanical Engineer's detail specification.
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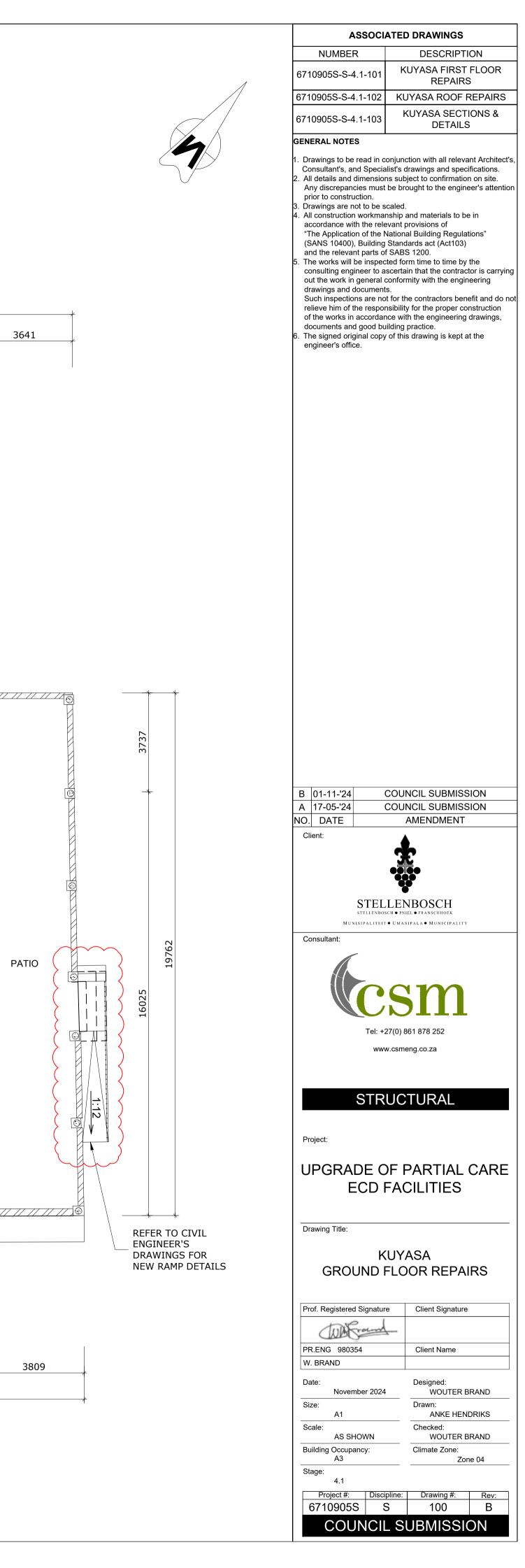
REF NO.	REPAIR DESCRIPTION
S01	Demolish existing chimney to underside attic floor and reconstruct, making use of the full available width x breadth. Plaster and paint to Architect's specifications (above level of roof cladding only).
S02	Demolish existing chimney to underside attic floor and make good.
S03	Provide treated 50 x 76 Grade SA Pine purlins on edge to (originally) tiled roof. Do not remove the existing 38 x 38 battens. Inspect the condition of the existing purlins on the (originally) asbestos roof and in consultation with the Engineer replace as necessary. Inspect the existing roof trusses and repair or replace any damaged members or loose connections.
S04	Replace all rotten or fractured tie beams with 70 \times 300 Grade 5 laminated SA Pine members, bolted to existing rafters with 2M12 bolts per end connection. Consult with the Engineer before installation of new attic floor.
S05A	Demolish cracked portion of existing wall and reconstruct. New brickwork to be interlocked into existing as shown and joint to be reinforced with plaster mesh both sides of the wall. Make good on all trades.
S05B	Brick up existing door opening. New brickwork to be interlocked with existing and joint to be interlocked with existing and joint to be reinforced with plaster mesh both sides of the wall. Make good on all trades.
S06	Demolish cracked portion of gable wall and reconstruct on precast concrete lintels. New brickwork to be interlocked into exiting as shown and joint to be reinforced with plaster mesh both sides of the wall. Plaster and paint to Architect's specifications.
S07	Remove existing attic floors and provide additional 70 x 300 Grade 5 laminated SA Pine joists, complete with noggings as shown, fixed to existing walls with joist hangers. Replace attic floors with 25 x 152 treated Grade 5 SA Pine, nailed to the joists / tie beams.
S08	Expose and inspect existing Patio roof beam for rot and decay, particularly near all RWP's, and in consultation with the Architect/Engineer replace all weakened elements to match existing. Sand down and repaint entire beam to Architect's specifications.
S09	Remove existing roof trusses above Patio and replace with 38 x 76 SA Pine purlins on 38 x 22 SA Pine rafters at approximately 1.2m c/c, fixed to wall and Patio Roof beam with galvanised truss brackets. Purlins, rafters and beam to be treated Grade 7 SA Pine (will be exposed).
S10	Create braced bays using 38 x 110 SA Pine Grade 5, nailed between existing truss top chords Tie Cape Dutch gable walls to roof trusses as shown, using 10mm diameter galavanised tension rods. Re-use existing wall restraints on gable wall outside elevation.



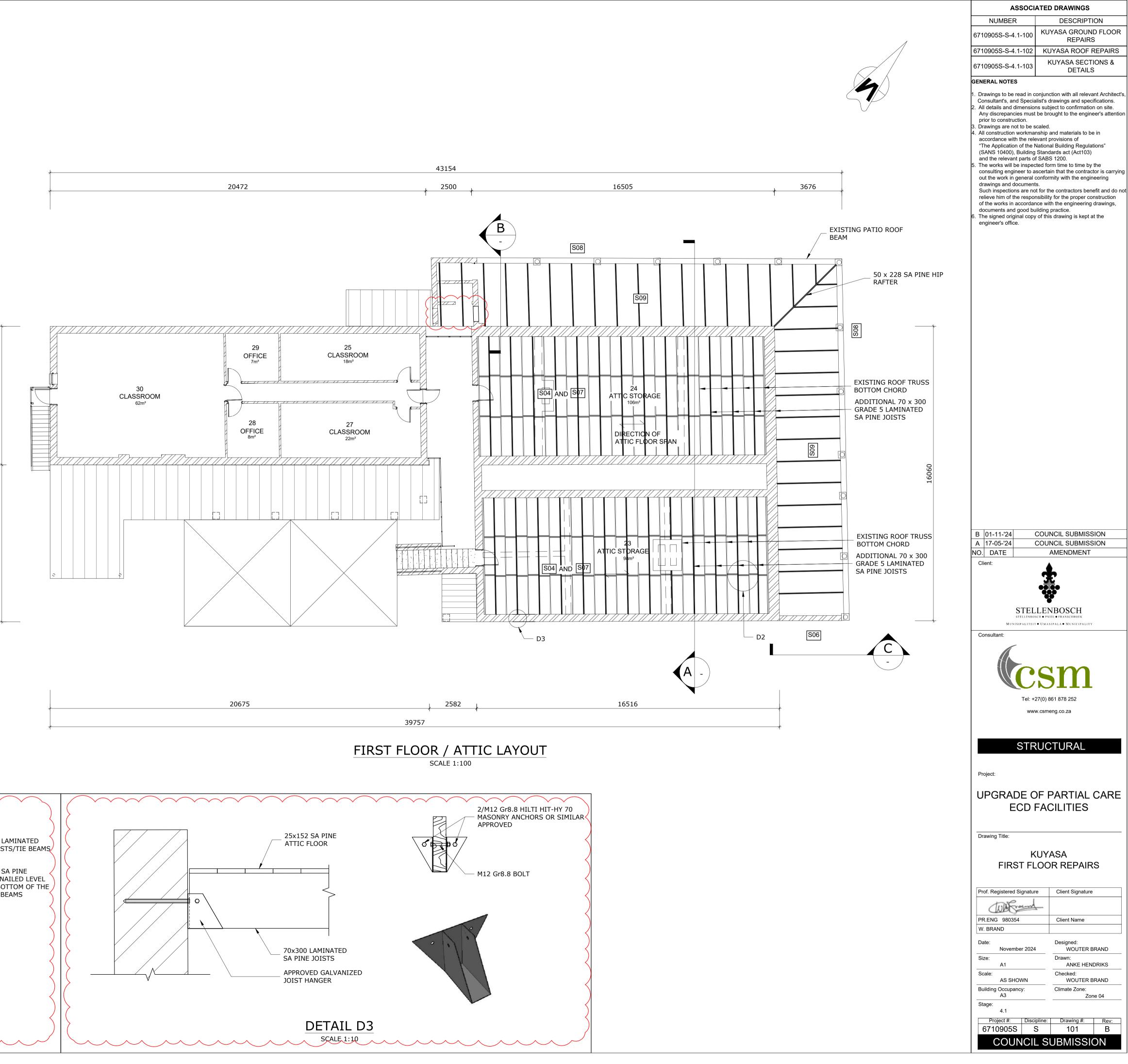
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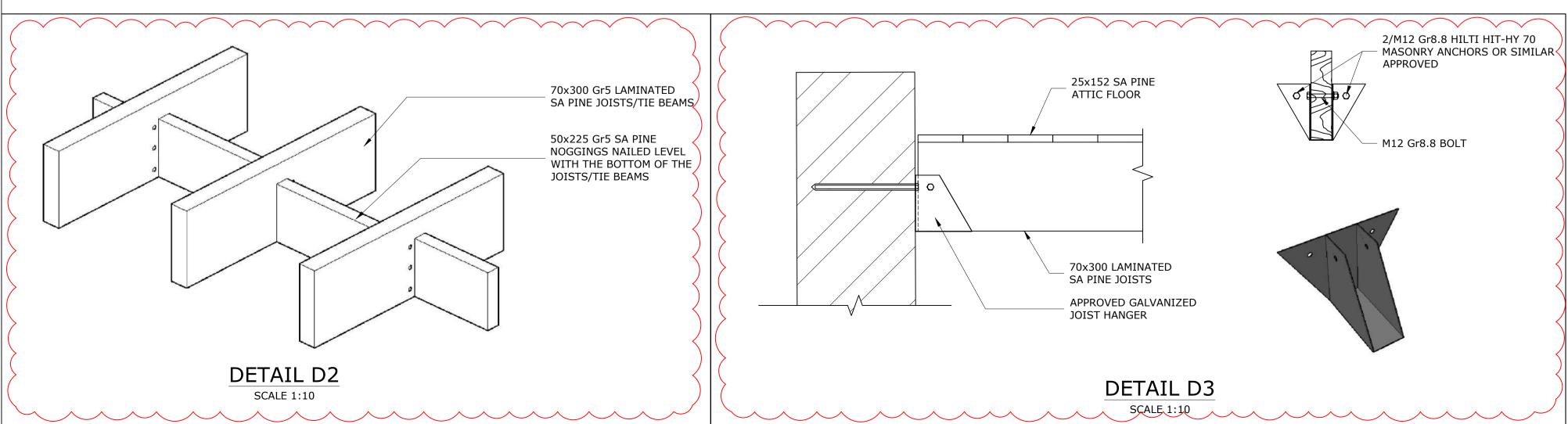
GROUND FLOOR LAYOUT

SCALE 1:100

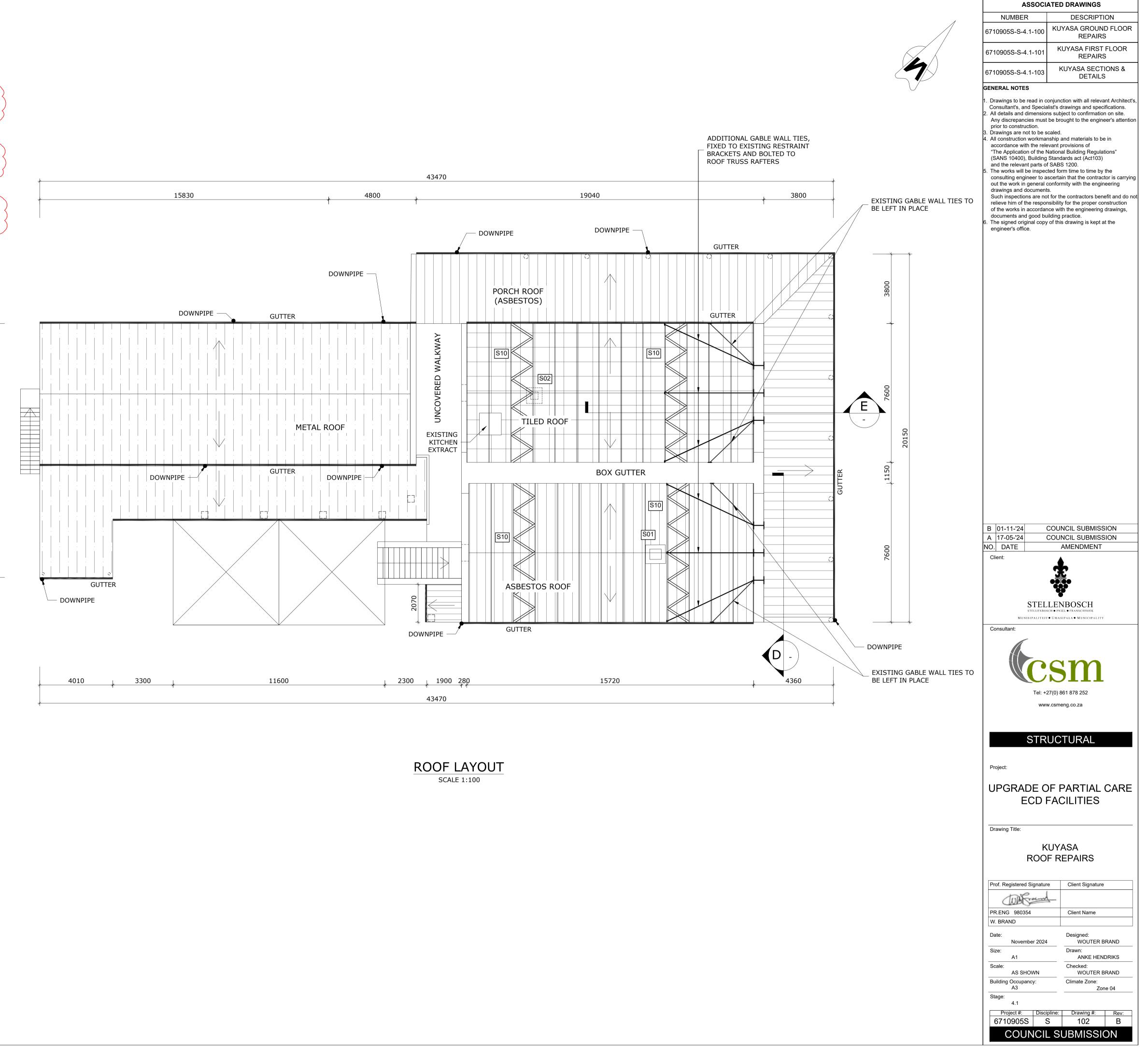


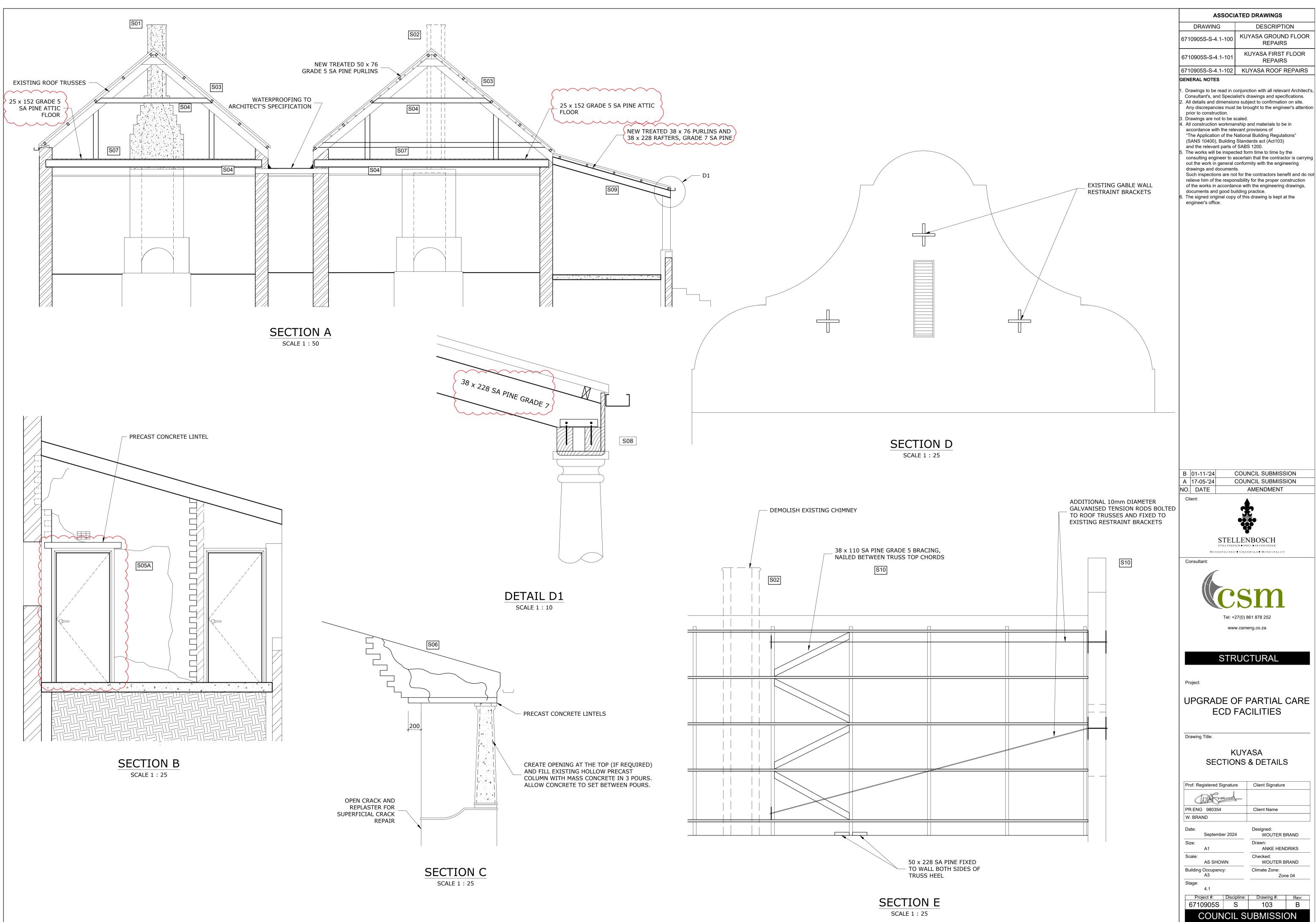
REF NO.	REPAIR DESCRIPTION
S01	Demolish existing chimney to underside attic floor and reconstruct, making use of the full available width x breadth. Plaster and paint to Architect's specifications (above level of roof cladding only).
S02	Demolish existing chimney to underside attic floor and make good.
S03	Provide treated 50 x 76 Grade SA Pine purlins on edge to (originally) tiled roof. Do not remove the existing 38 x 38 battens. Inspect the condition of the existing purlins on the (originally) asbestos roof and in consultation with the Engineer replace as necessary. Inspect the existing roof trusses and repair or replace any damaged members or loose connections.
S04	Replace all rotten or fractured tie beams with 70 x 300 Grade 5 laminated SA Pine members, bolted to existing rafters with 2M12 bolts per end connection. Consult with the Engineer before installation of new attic floor.
S05A	Demolish cracked portion of existing wall and reconstruct. New brickwork to be interlocked into existing as shown and joint to be reinforced with plaster mesh both sides of the wall. Make good on all trades.
S05B	Brick up existing door opening. New brickwork to be interlocked with existing and joint to be interlocked with existing and joint to be reinforced with plaster mesh both sides of the wall. Make good on all trades.
S06	Demolish cracked portion of gable wall and reconstruct on precast concrete lintels. New brickwork to be interlocked into exiting as shown and joint to be reinforced with plaster mesh both sides of the wall. Plaster and paint to Architect's specifications
S07	Remove existing attic floors and provide additional 70 x 300 Grade 5 laminated SA Pine joists, complete with noggings as shown, fixed to existing walls with joist hangers. Replace attic floors with 25 x 152 treated Grade 5 SA Pine, nailed to the joists / tie beams.
S08	Expose and inspect existing Patio roof beam for rot and decay, particularly near all RWP's, and in consultation with the Architect/Engineer replace all weakened elements to match existing. Sand down and repaint entire beam to Architect's specifications.
S09	Remove existing roof trusses above Patio and replace with 38 x 76 SA Pine purlins on 38 x 228 SA Pine rafters at approximately 1.2m c/c, fixed to wall and Patio Roof beam with galvanised truss brackets. Purlins, rafters and beam to be treated Grade 7 SA Pine (will be exposed).
S10	Create braced bays using 38 x 110 SA Pine Grade 5, nailed between existing truss top chords. Tie Cape Dutch gable walls to roof trusses as shown, using 10mm diameter galavanised tension rods. Re-use existing wall restraints on gable wall outside elevation.

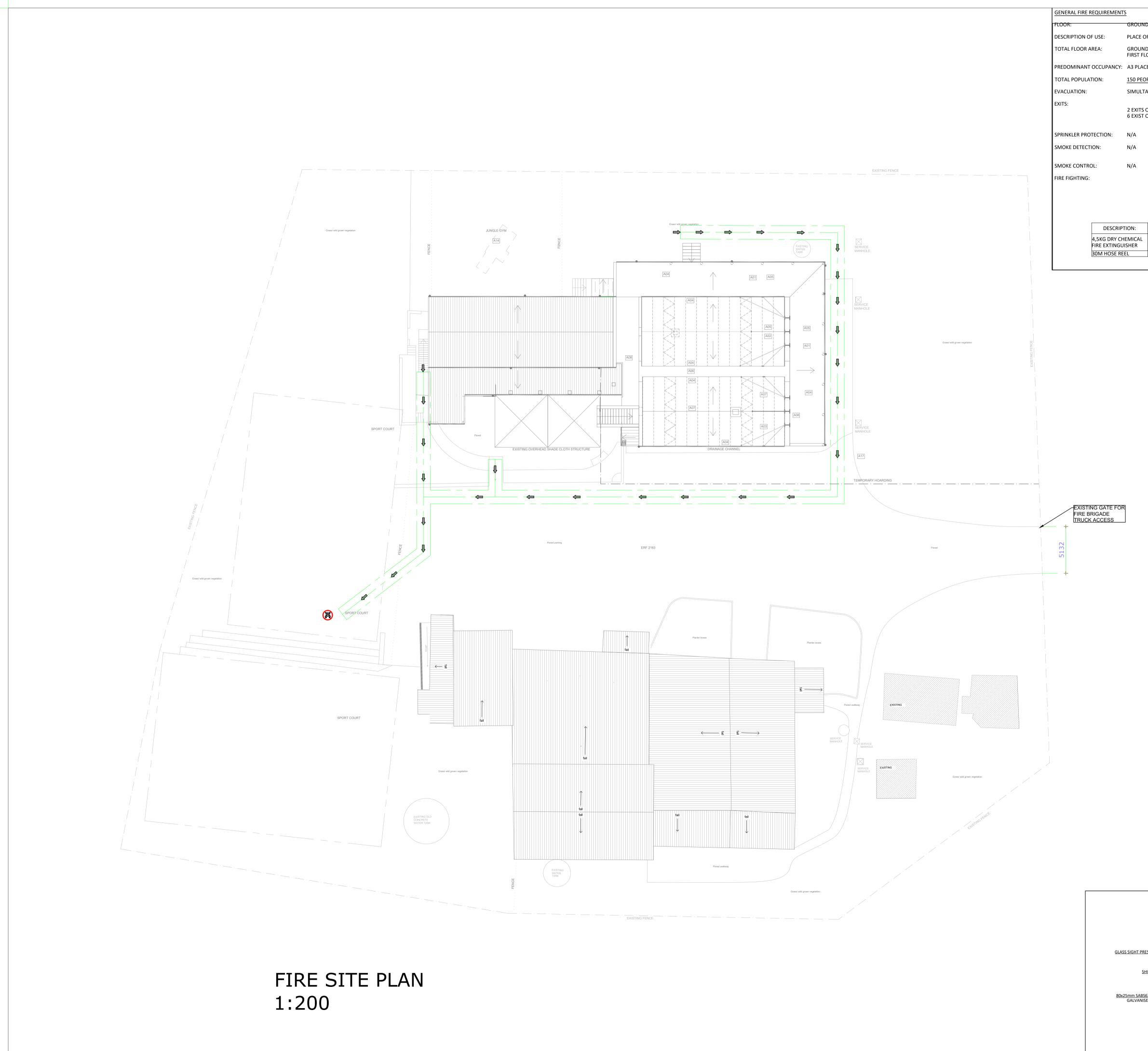




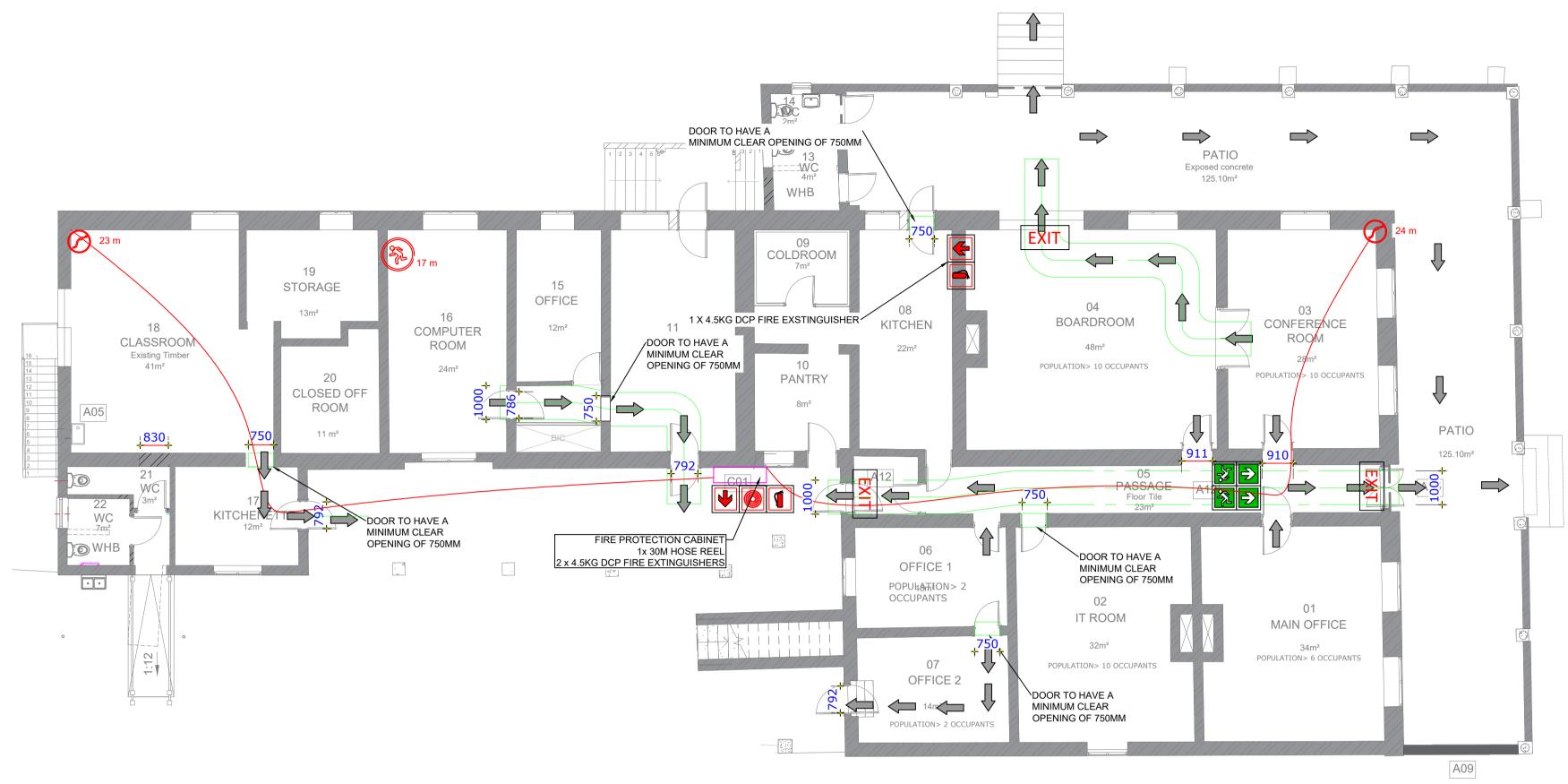
REF NO.	REPAIR DESCRIPTION
S01	Demolish existing chimney to underside attic floor and reconstruct, making use of the full available width x breadth. Plaster and paint to Architect's specifications (above level of roof cladding only).
S02	Demolish existing chimney to underside attic floor and make good.
S03	Provide treated 50 x 76 Grade SA Pine purlins on edge to (originally) tiled roof. Do not remove the existing 38 x 38 battens. Inspect the condition of the existing purlins on the (originally) asbestos roof and in consultation with the Engineer replace as necessary. Inspect the existing roof trusses and repair or replace any damaged members or loose connections.
S04	Replace all rotten or fractured tie beams with 70 x 300 Grade 5 laminated SA Pine members, bolted to existing rafters with 2M12 bolts per end connection. Consult with the Engineer before installation of new attic floor.
S05A	Demolish cracked portion of existing wall and reconstruct. New brickwork to be interlocked into existing as shown and joint to be reinforced with plaster mesh both sides of the wall. Make good on all trades.
S05B	Brick up existing door opening. New brickwork to be interlocked with existing and joint to be interlocked with existing and joint to be reinforced with plaster mesh both sides of the wall. Make good on all trades.
S06	Demolish cracked portion of gable wall and reconstruct on precast concrete lintels. New brickwork to be interlocked into exiting as shown and joint to be reinforced with plaster mesh both sides of the wall. Plaster and paint to Architect's specifications.
S07	Remove existing attic floors and provide additional 70 x 300 Grade 5 laminated SA Pine joists, complete with noggings as shown, fixed to existing walls with joist hangers. Replace attic floors with 25 x 152 treated Grade 5 SA Pine, nailed to the joists / tie beams.
S08	Expose and inspect existing Patio roof beam for rot and decay, particularly near all RWP's, and in consultation with the Architect/Engineer replace all weakened elements to match existing. Sand down and repaint entire beam to Architect's specifications.
S09	Remove existing roof trusses above Patio and replace with 38 x 76 SA Pine purlins on 38 x 228 SA Pine rafters at approximately $1.2m c/c$, fixed to wall and Patio Roof beam with galvanised truss brackets. Purlins, rafters and beam to be treated Grade 7 SA Pine (will be exposed).
S10	Create braced bays using 38 x 110 SA Pine Grade 5, nailed between existing truss top chords. Tie Cape Dutch gable walls to roof trusses as shown, using 10mm diameter galavanised tension rods. Re-use existing wall restraints on gable wall outside elevation.



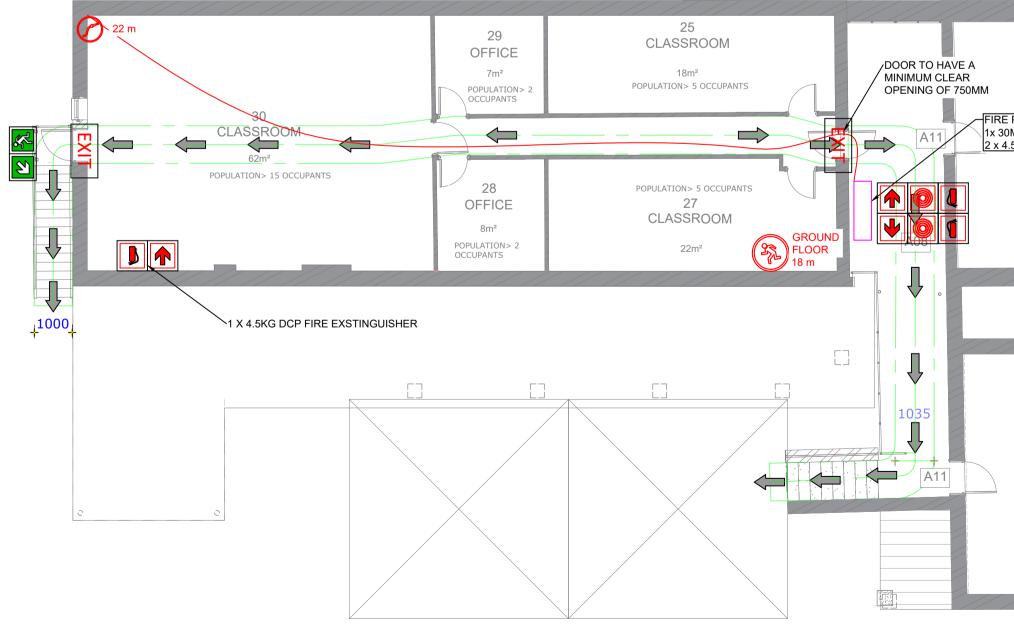




	STANDARD FIRE PROTECTION NOTES	NOTES:
ND AND FIRST OF INSTRUCTION	THE PROJECT FIRE ENGINEERING DESIGN IS BASED ON SANS10400-T.	ALL ABOVE GROUND FIRE PROTECTION PIPING TO BE SABS62 MEDIUM WALL GALVANIZED STEEL.
ND FLOOR 474 M² FLOOR 450 M² ACE OF INSTRUCTION	A. <u>DESCRIPTION OF BUILDING:</u> NATIONAL BUILDING REGULATION SECTION A21 OCCUPANCY CLASSIFICATION - A3	DOOR LEGEND DOOR TAG DOOR SPECIFICATIONS OPEN DIRECTION - AS SHOWN
COPLE (ESTIMATE)	B. <u>NORMATIVE REFERENCES:</u> SANS 10400 PART A	01 DOOR RATING - SOLID TIMBER 30MIN PANIC HARDWARE - N/A CLOSING DEVICE - REQUIRED
TANEOUS EVACUATION	SANS 10400 PART S SANS 10400 PART T SANS 10400 PART W	
S ON FIRST FLOOR T ON GROUND FLOOR	SANS 10139 BS 9999	
	C. <u>STRUCTURAL STABILITY</u> FIRE AND STRUCTURAL STABILITY RATING OF STRUCTURAL ELEMENTS TO BE MINIMUM 30 MINUTES.	STANDARD FIRE SIGNAGE LEGEND
	D. <u>OCCUPANCY SEPARATION</u> N/A	E1 💫 🔁 E2 🗲 🂫 F1 🖖 🚺 🔘 🗭
	E. <u>TENANCY SEPARATION</u> N/A	E3 🛃 E4 EXIT) F2 🗲 🚺 🔘 두
	F. FIRE STOPPING FIRE STOPPING OF INACCESSIBLE CONCEALED SPACES TO	E5 € EXIT E6 EXIT F3 ₽ 1 ◎ →
MIN. # BASED DESIGN ON AREA: #:	BE PROVIDED NOT LESS THAN EVERY 5M MEASURED HORIZONTALLY OR VERTICALLY	E7 🗗 E8 💁 E9 ▶ F4 🖖 두 🞯
6 6	G. <u>PROTECTION IN SERVICE SHAFTS</u> PROTECTION OF SERVICE SHAFTS BY BUILDER, BETWEEN FLOORS AND ALL FIRE RATED WALLS TO HAVE MINIMUM. 30	E10 1 2 E11 2 7 F5 E FO
2 2	MINUTES. H. LOCKING DEVICE	
	ANY EXIT DOOR WITH A LOCKABLE FACILITY SHALL BE PROVIDED WITH PANIC BAR IN ACCORDANCE WITH EN1125. AT NO TIME SHALL SUCH DOOR BE LOCK DURING THE USE OF THE BUILDING. SECURITY GATES SHALL BE PROVIDED	E15A 🚂 E15B 🛃 F8 🗲 🔘 두
	WITH FACILITY TO LOCK THEM IN OPEN POSITION DURING OPERATION.	E16 💦 🕞 🏓 F9 🔘 두 🏓
	I. <u>STATUTORY SIGNAGE</u> MARKING AND SIGNPOSTING TO BE INSTALLED IN ACCORDANCE WITH SANS 1186 AND SANS 10114.	E17 🧲 🚅 🐔 F10 🔰 🚺 🗭
	J. <u>EMERGENCY LIGHTING</u> ARTIFICIAL LIGHTING PROVIDED IN ACCORDANCE WITH	
	SANS 10400-T. LIGHTS TO ILLUMINATE AT 50LX 100MM ABOVE FFL. SUCH LIGHTING TO BE PROVIDED ABOVE ALL EXIT DOORS AND ALONG ESCAPE ROUTES.	E19 🗲 🚬 🐔 F12 🚺 🗭 🏓
	K. <u>FIRE HYDRANTS</u> HYDRANTS TO BE INSTALLED AT A RATE OF 1/1000M ² IN	E20 S E21 Z E22 S E23 E24 Z
	ACCORDANCE WITH SANS 1128. HYDRANTS TO BE LOCATED AT NEAR FIRE ESCAPES AS INDICATED ON PLAN. HYDRANTS SHALL BE PROVIDED WITH A 30M HOSE WITH COURTING AND 15MM INTERNAL DIAMETER NO.771 E IS	F13 🔮 🕤 F14 🔮 🎯 F15 🔮 🚰
	COUPLING AND 16MM INTERNAL DIAMETER NOZZLE IF REQUIRED BY LOCAL AUTHORITY.	F16 🗲 🥤 F17 🗲 💽 F18 🗲 두
	L. <u>FIRE HOSE REELS</u> HOSE REELS TO BE INSTALLED AT A RATE OF 1/500M ² IN ACCORDANCE WITH SANS 543 AND SANS 10105, OR 30 METER REACH. WATER SUPPLY TO THE HYDRANT AND	F19 🗲 🥤 F20 🗲 💽 F21 🗲 🖡
	HOSE REELS TO BE DESIGNED AND INSTALLED IN ACCORDANCE WITH SANS 10400 PART W AND SANS 10252	F22 1 0 F23 1 0 F 24
	M. <u>FIRE EXTINGUISHERS</u> FIRE EXTINGUISHERS TO BE INSTALLED AT A RATE OF 1/200M ² IN ACCORDANCE WITH SANS 10400-T.	F28 1 F29 6 F30 F3
	N. <u>INTERFACE</u> INITIATE FLOOR EVACUATION, FULL SIMULTANEOUS	F36 → F37 ← F38 ↓
	EVACUATION.	
	DEVICES. ELEVATOR TO GROUND WHEN ALARM IS ACTIVATED. ALL HVAC SYSTEMS SWITCH TO OFF STATE WHEN ALARM	ASSEMBLY POINTS
	IS ACTIVATED. O. SMOKE DETECTION	NEAREST EXIT DISTANCE TO NEAREST EXIT
	REFER TO ELECTRICAL ENGINEER'S DESIGN	A 27-10-2024 issued for council
	N/A Q. EVACUATION STRATEGY	NO. DATE AMENDMENT
	EVACUATION TO BE SIMULTANEOUS EVACUATION.	
	CABINET DOORS LOCKING CAPABILITY - PROHIBITED	
	SIGNAGE DIMENSIONS TO ALL BE 200x200 IN ACCORDANCE WITH SANS 10114-2 WITH RESPECT TO VIEWING DISTANCES. ALL SIGNAGE IS INDICATED ON THE DRAWING IN THE DIRECTION OF INSTALLATION.	
		*
		MECHANICAL Project:
		UPGRADE OF ECD
		PARTIAL CARE FACILITIES
		Drawing Title:
		KUYASA-FIRE SITE LAYOUT
		Prof. Registered Signature Client Signature
-	1000	T THENGA Client Name
	30M FIRE HOSE REEL INSTALLED AT 1500mm ABOVE FINISHED FLOOR LEVEL COMPLETE WITH NOZZLE AND	2018300205 Date: Designed:
RESSURE GAUGE	C.P VALVE MANUFACTURED IN ACCORDANCE WITH RELEVANT SANS SPECIFICATIONS	29-07-2024 L MHLAMBI Size: Drawn:
SHUT OFF VALVE	MINIMUM NB25 SABS62 MEDIUM WALL GALVANISED STEEL PIPING TO	A1 L MHLAMBI Scale: Checked: As Indicated T THENGA
3562 MEDIUM WALL	BE CONNECTED TO HOSE REEL	Building Occupancy: Climate Zone: A3
	BACKING	Stage: Sheet No: 04 1 of 1 Project #: Discipline: Drawing #: Rev:
TYPICAL S	HAFT SECTION FOR FIRE HOSE	6710905S M K501 A For: COUNCIL
	REEL INSTALLATION N.T.S	



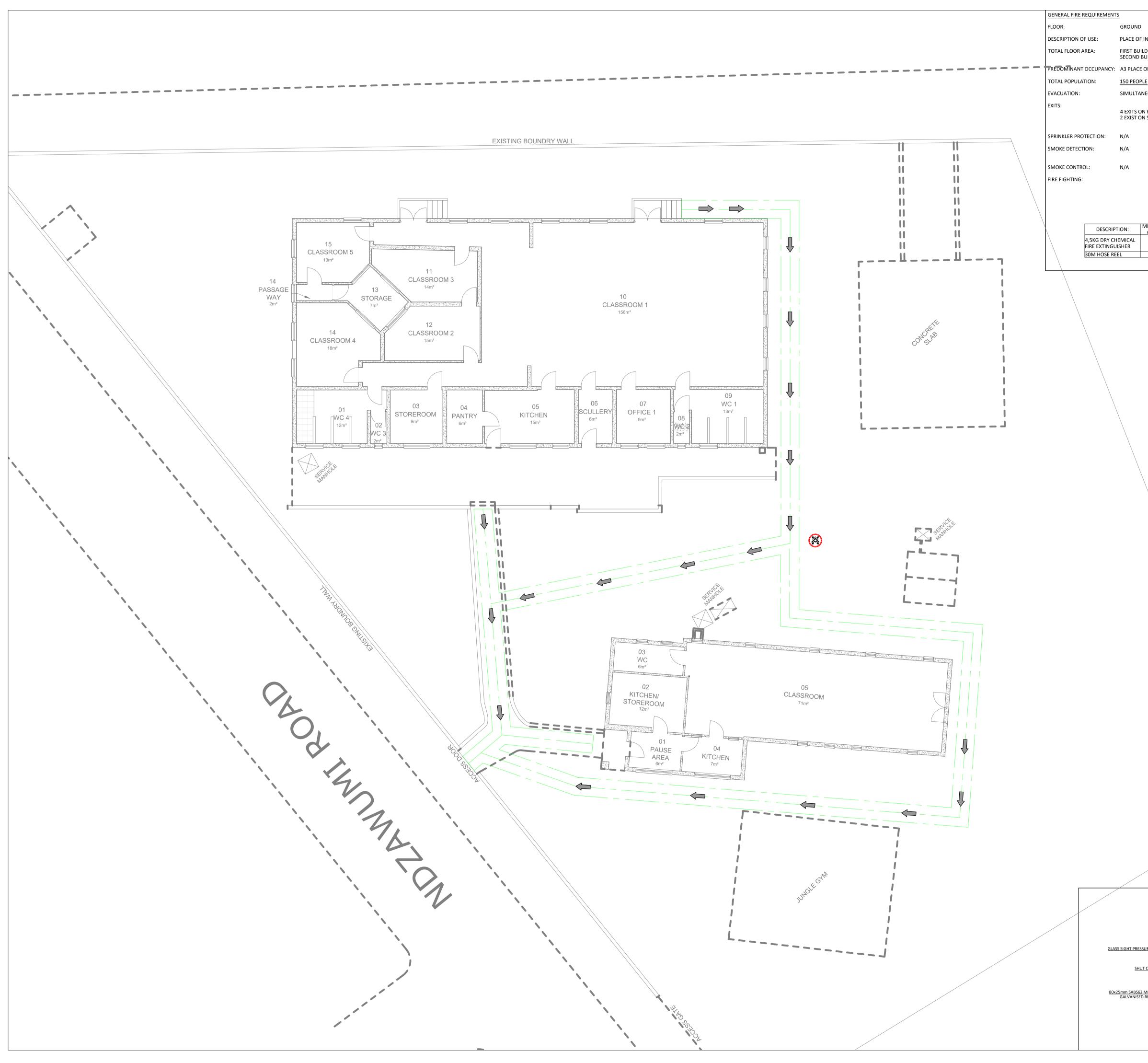
GROUND FLOOR LAYOUT SCALE 1:100



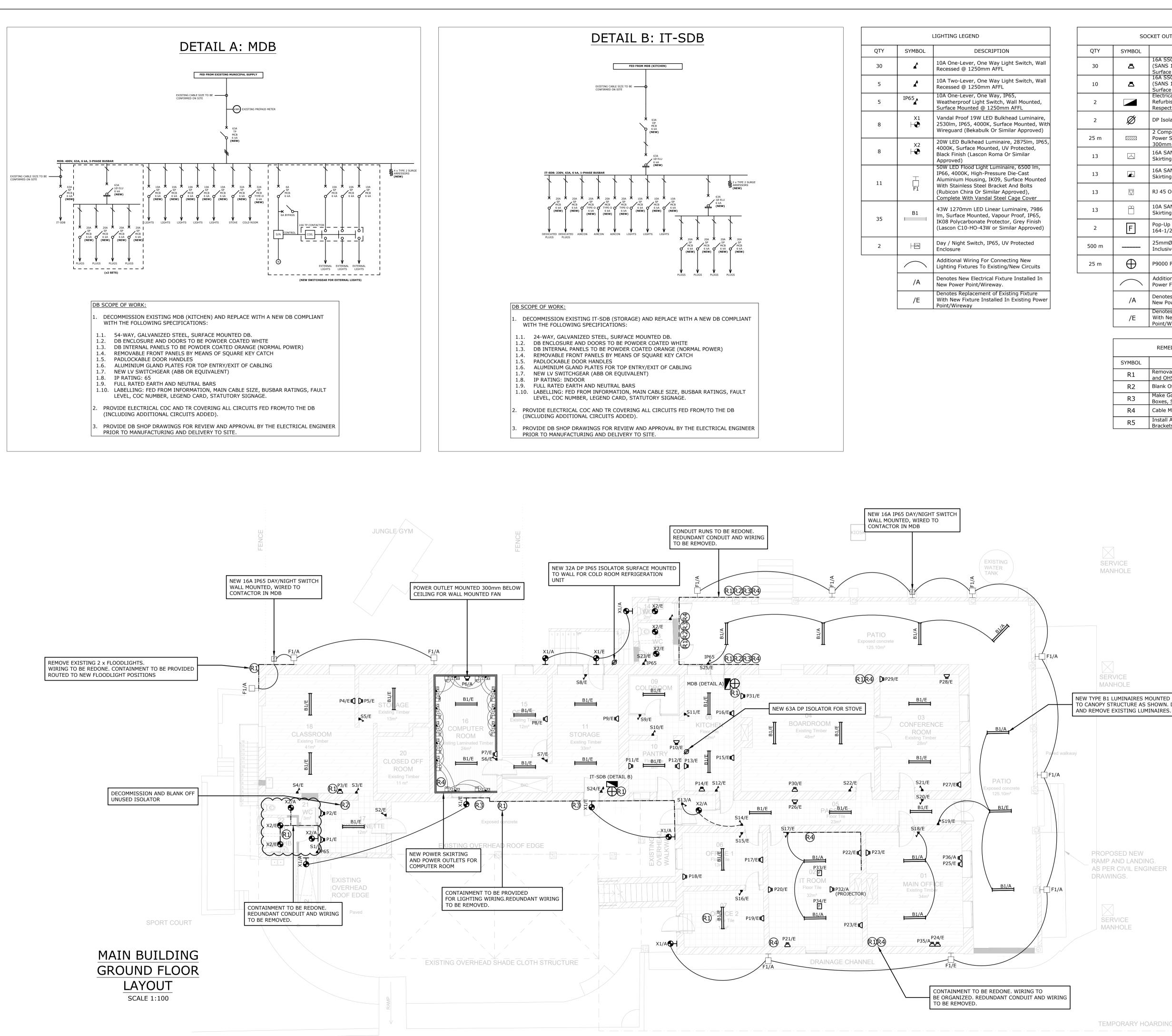
FIRST FLOOR LAYOUT SCALE 1:100

GENERAL FIRE REQUIREMENT		STANDARD FIRE FROTECTION NOTES	NOTES:
FLOOR: DESCRIPTION OF USE:	GROUND AND FIRST PLACE OF INSTRUCTION		ALL ABOVE GROUND FIRE PROTECTION PIPING TO BE SABS62 MEDIUM WALL GALVANIZED STEEL.
TOTAL FLOOR AREA:	GROUND FLOOR 474 M ² FIRST FLOOR 450 M ²	A. <u>DESCRIPTION OF BUILDING:</u> NATIONAL BUILDING REGULATION SECTION A21	DOOR LEGEND DOOR TAG DOOR SPECIFICATIONS
PREDOMINANT OCCUPANCY		OCCUPANCY CLASSIFICATION - A3 B. <u>NORMATIVE REFERENCES:</u>	01 DOOR ATING - SOLID TIMBER 30MIN PANIC HARDWARE - N/A
TOTAL POPULATION: EVACUATION:	<u>150 PEOPLE</u> (ESTIMATE) SIMULTANEOUS EVACUATION	SANS 10400 PART A SANS 10400 PART S SANS 10400 PART T	CLOSING DEVICE - REQUIRED
EXITS:	2 EXITS ON FIRST FLOOR 6 EXIST ON GROUND FLOOR	SANS 10400 PART W SANS 10139	
SPRINKLER PROTECTION:	N/A	BS 9999 C. <u>STRUCTURAL STABILITY</u>	
SMOKE DETECTION:	N/A	FIRE AND STRUCTURAL STABILITY RATING OF STRUCTURAL ELEMENTS TO BE MINIMUM 30 MINUTES.	STANDARD FIRE SIGNAGE LEGEND
SMOKE CONTROL:	N/A	D. <u>OCCUPANCY SEPARATION</u> N/A	E1 💫 🔁 E2 🗲 💫 F1 🔰 🚺 💽 🏲
FIRE FIGHTING:		E. <u>TENANCY SEPARATION</u> N/A	E3 🛃 E4 EXIT 🕨 F2 🗲 🚺 🔘 🗭
		F. <u>FIRE STOPPING</u> FIRE STOPPING OF INACCESSIBLE CONCEALED SPACES TO	
DESCRIF	PTION: MIN. # BASED DESIGN	BE PROVIDED NOT LESS THAN EVERY 5M MEASURED HORIZONTALLY OR VERTICALLY	E7 🗗 E8 💁 E9 ▶ F4 🖖 두 💿
4,5KG DRY C FIRE EXTING	HEMICAL 6 6	G. <u>PROTECTION IN SERVICE SHAFTS</u> PROTECTION OF SERVICE SHAFTS BY BUILDER, BETWEEN FLOORS AND ALL FIRE RATED WALLS TO HAVE MINIMUM. 30	E10 🕂 🔁 E11 🔏 🐬 F5 🗲 두 🙆
30M HOSE R	EEL 2 2	MINUTES. H. LOCKING DEVICE	E12 🔽 🔁 E13 🛠 🕙 F6 두 🔘 🗲
		ANY EXIT DOOR WITH A LOCKABLE FACILITY SHALL BE PROVIDED WITH PANIC BAR IN ACCORDANCE WITH EN1125. AT NO TIME SHALL SUCH DOOR BE LOCK DURING THE USE	E14 🔽 🕺 F7 🖖 🞯 두 E15A 👥 E15B 🔩 F8 🗲 🞯 두
		OF THE BUILDING. SECURITY GATES SHALL BE PROVIDED WITH FACILITY TO LOCK THEM IN OPEN POSITION DURING OPERATION.	
		I. <u>STATUTORY SIGNAGE</u> MARKING AND SIGNPOSTING TO BE INSTALLED IN	
		ACCORDANCE WITH SANS 1186 AND SANS 10114.	E18 🔏 🚅 🗲 F11 🗲 🥤 🖡
		J. <u>EMERGENCY LIGHTING</u> ARTIFICIAL LIGHTING PROVIDED IN ACCORDANCE WITH SANS 10400-T. LIGHTS TO ILLUMINATE AT 50LX 100MM	E19 🗲 🚬 💦 F12 🥤 📮 🏓
		ABOVE FFL. SUCH LIGHTING TO BE PROVIDED ABOVE ALL EXIT DOORS AND ALONG ESCAPE ROUTES.	E20 📐 E21 🔁 E22 🧲 E23 👽 E24 🧲
		K. <u>FIRE HYDRANTS</u> HYDRANTS TO BE INSTALLED AT A RATE OF 1/1000M ² IN ACCORDANCE WITH SANS 1128. HYDRANTS TO BE	E25 🔥 E26 🗼 E27 🙀 E28 💫 E29 🌊
		LOCATED AT NEAR FIRE ESCAPES AS INDICATED ON PLAN. HYDRANTS SHALL BE PROVIDED WITH A 30M HOSE WITH COUPLING AND 16MM INTERNAL DIAMETER NOZZLE IF	F13 🔰 🥤 F14 🔮 🎯 F15 🔮 두
		REQUIRED BY LOCAL AUTHORITY. L. <u>FIRE HOSE REELS</u>	F16 🗲 🕤 F17 🗲 💿 F18 🗲 두
		HOSE REELS TO BE INSTALLED AT A RATE OF 1/500M ² IN ACCORDANCE WITH SANS 543 AND SANS 10105, OR 30 METER REACH. WATER SUPPLY TO THE HYDRANT AND	
		HOSE REELS TO BE DESIGNED AND INSTALLED IN ACCORDANCE WITH SANS 10400 PART W AND SANS 10252	F22 1 0 F23 1 0 F24 F28 1 F29 0 F30 F
		M. <u>FIRE EXTINGUISHERS</u> FIRE EXTINGUISHERS TO BE INSTALLED AT A RATE OF 1/200M ² IN ACCORDANCE WITH SANS 10400-T.	F28 F29 F30 F30 F31 F31 F32 F31 F32 F32
		N. <u>INTERFACE</u> INITIATE FLOOR EVACUATION, FULL SIMULTANEOUS	F36 🗲 F37 🗲 F38 🖖
		EVACUATION. RELEASE ALL ELECTRONIC LOCKING AND DOOR HOLDING	
		DEVICES. ELEVATOR TO GROUND WHEN ALARM IS ACTIVATED.	
		ALL HVAC SYSTEMS SWITCH TO OFF STATE WHEN ALARM IS ACTIVATED.	NEAREST EXIT
		O. <u>SMOKE DETECTION</u> REFER TO ELECTRICAL ENGINEER'S DESIGN	DISTANCE TO NEAREST EXIT
		P. <u>SMOKE CONTROL</u> N/A	A 27-10-2024 issued for council NO. DATE AMENDMENT
		Q. <u>EVACUATION STRATEGY</u> EVACUATION TO BE SIMULTANEOUS EVACUATION.	
		R. <u>FIRE CABINETS</u> CABINET DOORS LOCKING CAPABILITY - PROHIBITED	
		S. <u>SIGNAGE</u> SIGNAGE DIMENSIONS TO ALL BE 200x200 IN ACCORDANCE	
		WITH SANS 10114-2 WITH RESPECT TO VIEWING DISTANCES. ALL SIGNAGE IS INDICATED ON THE DRAWING IN THE DIRECTION OF INSTALLATION.	
			MECHANICAL Project:
			UPGRADE OF ECD
			PARTIAL CARE
			FACILITIES
			KUYASA-FIRE PROTECTION
			LAYOUT
		. 1000	Prof. Registered Signature Client Signature
			T THENGA Client Name
		30M FIRE HOSE REEL INSTALLED AT 1500mm ABOVE FINISHED FLOOR LEVEL COMPLETE WITH NOZZLE AND C.P VALVE MANUFACTURED IN	2018300205 Date: Designed:
GLA	ISS SIGHT PRESSURE GAUGE	C.P VALVE MANUFACTORED IN ACCORDANCE WITH RELEVANT SANS SPECIFICATIONS	29-07-2024 L MHLAMBI Size: Drawn: A1 L MHLAMBI
	SHUT OFF VALVE	MINIMUM NB25 SABS62 MEDIUM WALL GALVANISED STEEL PIPING TO	A1 L MHLAMBI Scale: Checked: As Indicated T THENGA
80)	x25mm SABS62 MEDIUM WALL GALVANISED REDUCING TEE	BE CONNECTED TO HOSE REEL	Building Occupancy: Climate Zone: A3 Stage: Sheet Ne:
			Stage: Sheet No: 04 1 of 1 Project #: Discipline: Drawing #: Rev:
	TYPICAL S	HAFT SECTION FOR FIRE HOSE	6710905S M K502 A For: COUNCIL
	l l	REEL INSTALLATION N.T.S	

E PROTECTION CABINET 0M HOSE REEL 4.5KG DCP FIRE EXTINGUISHERS	24 ATTIC STORAGE 106m ² NOT OCCUPIED	
	23 ATTIC STORAGE	
	98m² NOT OCCUPIED	



	STANDARD FIRE PROTECTION NOTES THE PROJECT FIRE ENGINEERING DESIGN IS BASED ON SANS10400-T.	NOTES: ALL ABOVE GROUND FIRE PROTECTION PIPING TO BE SABS62 MEDIUM WALL GALVANIZED STEEL.
INSTRUCTION	A. DESCRIPTION OF BUILDING:	DOOR LEGEND
UILDING 115 M ² OF INSTRUCTION	NATIONAL BUILDING REGULATION SECTION A21 OCCUPANCY CLASSIFICATION - A3	DOOR TAG DOOR SPECIFICATIONS OPEN DIRECTION - AS SHOWN
<u>LE (</u> ESTIMATE) IEOUS EVACUATION	B. <u>NORMATIVE REFERENCES:</u> SANS 10400 PART A SANS 10400 PART S SANS 10400 PART W	01 DOOR RATING - SOLID TIMBER 30MIN PANIC HARDWARE - N/A CLOSING DEVICE - REQUIRED
N FIRST BUILDING N SECOND BUILDING	SANS 10139 C. <u>STRUCTURAL STABILITY</u> FIRE AND STRUCTURAL STABILITY RATING OF STRUCTURAL ELEMENTS TO BE MINIMUM 30 MINUTES.	
	D. <u>OCCUPANCY SEPARATION</u> N/A	STANDARD FIRE SIGNAGE LEGEND
	E. <u>TENANCY SEPARATION</u> N/A	E1 💫 🗲 E2 🗲 🛪 F1 🖖 🚺 🙆 두
	F. <u>FIRE STOPPING</u> FIRE STOPPING OF INACCESSIBLE CONCEALED SPACES AND PROTECTION OF SERVICE SHAFTS BY BUILDER, BETWEEN FLOORS AND ALL FIRE RATED WALLS MINIMUM.	E3 $E4 EXIT$ F2 $E1 OF$ E5 $EXIT$ E6 EXIT F3 $F3 OF$
1IN. # BASED DESIGN	30 MINUTES. G. LOCKING DEVICE	E7 🗗 E8 ይ E9 ⊵ F4 🖖 두 🔘
ON AREA: #: 3 3 1 1	ANY EXIT DOOR WITH A LOCKABLE FACILITY SHALL BE PROVIDED WITH PANIC BAR IN ACCORDANCE WITH EN1125. AT NO TIME SHALL SUCH DOOR BE LOCK DURING THE USE OF THE BUILDING. SECURITY GATES SHALL BE PROVIDED WITH FACILITY TO LOCK THEM IN OPEN POSITION DURING OPERATION.	E10 $$ E11 $$ 7 F5 $$ </td
	H. <u>STATUTORY SIGNAGE</u> MARKING AND SIGNPOSTING TO BE INSTALLED IN ACCORDANCE WITH SANS 1186 AND SANS 10114.	E15A E15B F8 6 6
	I. EMERGENCY LIGHTING	E16 💦 🔁 F9 🔘 🖡 🏓
	ARTIFICIAL LIGHTING PROVIDED IN ACCORDANCE WITH SANS 10400-T. LIGHTS TO ILLUMINATE AT 50LX 100MM ABOVE FFL. SUCH LIGHTING TO BE PROVIDED ABOVE ALL EXIT DOORS AND ALONG ESCAPE ROUTES.	E17 C F10 V T F
	J. <u>FIRE HYDRANTS</u> HYDRANTS TO BE INSTALLED AT A RATE OF 1/1000M ² IN	E18 🔏 🖅 🎐 🛛 F11 🗲 🚺 두
	ACCORDANCE WITH SANS 1128. HYDRANTS TO BE LOCATED AT NEAR FIRE ESCAPES AS INDICATED ON PLAN. HYDRANTS SHALL BE PROVIDED WITH A 30M HOSE WITH COUPLING AND 16MM INTERNAL DIAMETER NOZZLE IF REQUIRED BY LOCAL AUTHORITY.	E19 \frown \frown \frown \frown E20 \bigcirc E21 \bigcirc E22 \bigcirc E23 \bigcirc E24
	K. <u>FIRE HOSE REELS</u>	E25 💰 E26 🗼 E27 🙀 E28 🎘 E29 🔀
	HOSE REELS TO BE INSTALLED AT A RATE OF 1/500M ² IN ACCORDANCE WITH SANS 543 AND SANS 10105, OR 30 METER REACH. WATER SUPPLY TO THE HYDRANT AND HOSE REELS TO BE DESIGNED AND INSTALLED IN	F13 F 14 F 15 F 15 F 15
	ACCORDANCE WITH SANS 10400 PART W AND SANS 10252	F16 🗲 🕤 F17 🗲 🞯 F18 🗲 두
	M. <u>FIRE EXTINGUISHERS</u> FIRE EXTINGUISHERS TO BE INSTALLED AT A RATE OF 1/200M ² IN ACCORDANCE WITH SANS 10400-T.	$F19 \rightarrow \P F20 \rightarrow O F21 \rightarrow P$ $F22 \P O F23 \P O P F24$
	N. <u>INTERFACE</u> INITIATE FLOOR EVACUATION, FULL SIMULTANEOUS EVACUATION.	F28 1 F29 5 F30 F
	RELEASE ALL ELECTRONIC LOCKING AND DOOR HOLDING DEVICES. ELEVATOR TO GROUND WHEN ALARM IS ACTIVATED. ALL HVAC SYSTEMS SWITCH TO OFF STATE WHEN ALARM IS ACTIVATED.	F31 🚡 F32 嫨 F36 🌛 F37 🗲 F38 🖖
	O. <u>SMOKE DETECTION</u> REFER TO ELECTRICAL ENGINEER'S DESIGN	ASSEMBLY POINTS
	P. <u>SMOKE CONTROL</u>	HOSE LENGTH FROM NEAREST CABINET
	ROOF MOUNTED VENTS- LINKED WITH FIRE SYSTEM Q. EVACUATION STRATEGY	NEAREST EXIT
	EVACUATION TO BE SIMULTANEOUS EVACUATION.	
	R. <u>FIRE CABINETS</u> CABINET DOORS LOCKING CAPABILITY - PROHIBITED	A 31-10-2024 issued for council submission NO. DATE AMENDMENT
	S. <u>SIGNAGE</u> SIGNAGE DIMENSIONS TO ALL BE 200x200 IN ACCORDANCE WITH SANS 10114-2 WITH RESPECT TO VIEWING DISTANCES. ALL SIGNAGE IS INDICATED ON THE DRAWING IN THE DIRECTION OF INSTALLATION.	
		STELLENBOSCH
		STELLEINBOSCH • PNIEL • FRANSCHIOEK MUNISIPALITEIT • UMASIPALA • MUNICIPALITY
		CSM
		MECHANICAL
		Project:
		Project: UPGRADE OF ECD
		Project:
		Project: UPGRADE OF ECD PARTIAL CARE
		Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT
	1000	Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT
		Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT Prof. Registered Signature Client Signature MMMM T THENGA Client Name
	30M FIRE HOSE REEL INSTALLED AT 1500mm ABOVE FINISHED FLOOR LEVEL COMPLETE WITH NOZZLE AND	Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT Prof. Registered Signature Client Signature MMMM T THENGA Client Name 2018300205
	30M FIRE HOSE REEL INSTALLED AT 1500mm ABOVE FINISHED FLOOR	Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT Prof. Registered Signature Client Signature MMMM T THENGA Client Name
RE GAUGE	30M FIRE HOSE REEL INSTALLED AT 1500mm ABOVE FINISHED FLOOR LEVEL COMPLETE WITH NOZZLE AND C.P VALVE MANUFACTURED IN ACCORDANCE WITH RELEVANT SANS SPECIFICATIONS	Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT Prof. Registered Signature Client Signature MMMM T THENGA 2018300205 Date: 31-10-2024 Size: A1 Scale: Checked:
RE GAUGE DFF VALVE	30M FIRE HOSE REEL INSTALLED AT 1500mm ABOVE FINISHED FLOOR LEVEL COMPLETE WITH NOZZLE AND C.P VALVE MANUFACTURED IN ACCORDANCE WITH RELEVANT SANS	Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT Prof. Registered Signature Client Signature MMMM T THENGA 2018300205 Date: 31-10-2024 Size: A1 Scale: A1 Scale: As Indicated Building Occupancy: Client Signature Client Name Designed: L MHLAMBI Drawn: L MHLAMBI Checked: T THENGA
RE GAUGE DFF VALVE IEDIUM WALL	30M FIRE HOSE REEL INSTALLED AT 1500mm ABOVE FINISHED FLOOR LEVEL COMPLETE WITH NOZZLE AND C.P VALVE MANUFACTURED IN ACCORDANCE WITH RELEVANT SANS SPECIFICATIONS MINIMUM NB25 SABS62 MEDIUM WALL GALVANISED STEEL PIPING TO	Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT Prof. Registered Signature Client Signature Client Signature T THENGA 2018300205 Date: 31-10-2024 Size: A1 Scale: A1 Scale: A3 Stage: Sheet No:
RE GAUGE DFF VALVE IEDIUM WALL EDUCING TEE	30M FIRE HOSE REEL INSTALLED AT 1500mm ABOVE FINISHED FLOOR LEVEL COMPLETE WITH NOZZLE AND C.P VALVE MANUFACTURED IN ACCORDANCE WITH RELEVANT SANS SPECIFICATIONS MINIMUM NB25 SABS62 MEDIUM WALL GALVANISED STEEL PIPING TO BE CONNECTED TO HOSE REEL 2x 4,5kg DRY CHEMICAL FIRE EXTINGUISHER WITH REFLECTIVE	Project: UPGRADE OF ECD PARTIAL CARE FACILITIES Drawing Title: STELLCARE FIRE PROTECTION LAYOUT Prof. Registered Signature Client Signature MMMM T THENGA 2018300205 Date: 31-10-2024 Size: A1 Scale: A1 Scale: A3 Designed: L MHLAMBI Scale: A3 Client Rame Client Signature Designed: L MHLAMBI Checked: T THENGA Climate Zone:



r		
LIGHTING LEGEND		
QTY	SYMBOL	DESCRIPTION
30	1	10A One-Lever, One Way Light Switch, Wall Recessed @ 1250mm AFFL
5	1	10A Two-Lever, One Way Light Switch, Wall Recessed @ 1250mm AFFL
5	IP65	10A One-Lever, One Way, IP65, Weatherproof Light Switch, Wall Mounted, Surface Mounted @ 1250mm AFFL
8	×1 ⊢€	Vandal Proof 19W LED Bulkhead Luminaire, 2530lm, IP65, 4000K, Surface Mounted, With Wireguard (Bekabulk Or Similar Approved)
8	x2 ⊢€	20W LED Bulkhead Luminaire, 2875lm, IP65, 4000K, Surface Mounted, UV Protected, Black Finish (Lascon Roma Or Similar Approved)
11	F1	50W LED Flood Light Luminaire, 6500 lm, IP66, 4000K, High-Pressure Die-Cast Aluminium Housing, IK09, Surface Mounted With Stainless Steel Bracket And Bolts (Rubicon Chira Or Similar Approved), Complete With Vandal Steel Cage Cover
35	B1	43W 1270mm LED Linear Luminaire, 7986 Im, Surface Mounted, Vapour Proof, IP65, IK08 Polycarbonate Protector, Grey Finish (Lascon C10-HO-43W or Similar Approved)
2		Day / Night Switch, IP65, UV Protected Enclosure
		Additional Wiring For Connecting New Lighting Fixtures To Existing/New Circuits
	/A	Denotes New Electrical Fixture Installed In New Power Point/Wireway.
	/E	Denotes Replacement of Existing Fixture With New Fixture Installed In Existing Power

QTY
30
10
2
2
25 m
13
13
13
13
2
500 m
25 m

SOCKET OUTLET LEGEND				
SYMBOL	DESCRIPTION			
گ	16A SSO Mounted @ 300mm AFFL (SANS 164-1/2 Combination) Recessed or Surface Mounted As Applicable			
۵	16A SSO Mounted @ 1200mm AFFL (SANS 164-1/2 Combination) Recessed Or Surface Mounted As Applicable			
	Electrical Distribution Board (To Be Refurbished As Per Detail A and Detail B Respectively)			
Ø	DP Isolator, Mounting And Rating As Shown			
V ///2	2 Compartment Heavy Duty PVC Power Skirting (Grey) Surface Mounted At 300mm Above FFL			
A	16A SANS 164-1 SSO Recessed In Power Skirting			
	16A SANS 164-1 SSO Recessed In Power Skirting (Dedicated Red)			
\Box	RJ 45 Outlet Mounted In Power Skirting			
8	10A SANS 164-2 SSO, Recessed in Power Skirting			
F	Pop-Up Floor Box With 1 x 16A SSO (SANS 164-1/2 Combination)			
	25mmØ PVC Conduit, Surface Mounted, Inclusive Of All Mounting Accessories			
\oplus	P9000 PVC Trunking Vertical Riser/Drop			
\frown	Additional Wiring For Connecting New Small Power Fixtures To Existing/New Circuits			
/A	Denotes New Electrical Fixture Installed In New Power Point/Wireway.			
/E	Denotes Replacement of Existing Fixture With New Fixture Installed In Existing Power Point/Wireway			

REMEDIAL WORK LEGEND			
SYMBOL	DESCRIPTION		
R1	Removal Of Redundant Cabling, Containment and OHS Hazards.		
R2	Blank Off Exposed Wiring and Live Parts		
R3	Make Good Building Works Around Electrical Boxes, Switches and Fittings		
R4	Cable Management/Tidy Up Cabling		
R5	Install Additional Support And Fixing Brackets For Containment		

MANHOLE

VICE HOLE
UMINAIRES MOUNTED RUCTURE AS SHOWN. DECOMMISSION

PROPOSED NEW RAMP AND LANDING. AS PER CIVIL ENGINEER

MANHOLE

TEMPORARY HOARDING

ELECTRICAL SPECIFICATION:

- **Scope:** Refurbishment/upgrade of the following:
- . Lighting (Internal and External)
- Small Power (Socket Outlets and Isolators) c. LV Distribution Boards and Reticulation
- d. Cabling and Containment
- e. Earthing and Bonding

2. Compliance:

- The entire electrical installation must be made compliant with the latest edition of SANS 10142-1, the OHS Act 85 of 1993, local authority bylaws and the National Norms and Standards for Partial Care and must adhere to the electrical engineer's specifications.
- The Contractor must provide an Electrical Certificate of Compliance (COC) and Test Report (TR), issued by a Registered Electrician, for the entire electrical installation including all modifications and additions made to the existing installation. Each DB to be provided with a COC and TR which must cover all circuits fed.
- Earthing and Bonding: All exposed metallic elements must be bonded to earth. The earthing system must be of the TN-S type.
- Labelling: The Contractor must label all socket outlets, isolators and light switches using laser engraved aluminium tags (For e.g: **MDB CB-1**). Legend cards must be provided for each DB accurately mapping and describing circuits fed. DB cover plates to be labelled to show fed from information, cable size, and electrical ratings.
- Containment: SABS approved containment and cover plates must be used to enclose cabling and live parts of the installation. Redundant containment/conduit to be removed. Existing untidy surface mounted conduit to be redone.
- Isolation: All electrical circuits must have adequate and accessible means of isolation for maintenance purposes or in case of an emergency.
- Lighting: Existing luminaires to be replaced with new, SABS approved, LED luminaires mounted in the positions as shown on the electrical engineer's layouts. Contractor to make good building works where fittings are replaced. Prior to bulk order, datasheets and samples must be presented to the engineer for approval.
- Small Power: All socket outlets to be replaced to comply with the new dimensions of SANS 10142-1.
- Cabling: Faulty light and socket circuits to be rewired using 2.5mm² GP PVC Insulated or 3C Surfix cabling as appropriate. 4mm² cabling to be used for long circuit runs. Stove circuits to be wired using 6mm² 3C Surfix conductors. Existing redundant cabling to be removed.
- **10. Documentation:** The Contractor must provide O&M manuals, product warranties and a workmanship guarantee for the installation.

B 01/11/2024 COUNCIL COMMENTS A 15/05/2024 FOR COUNCIL SUBMISSION NO. DATE AMENDMENT Client





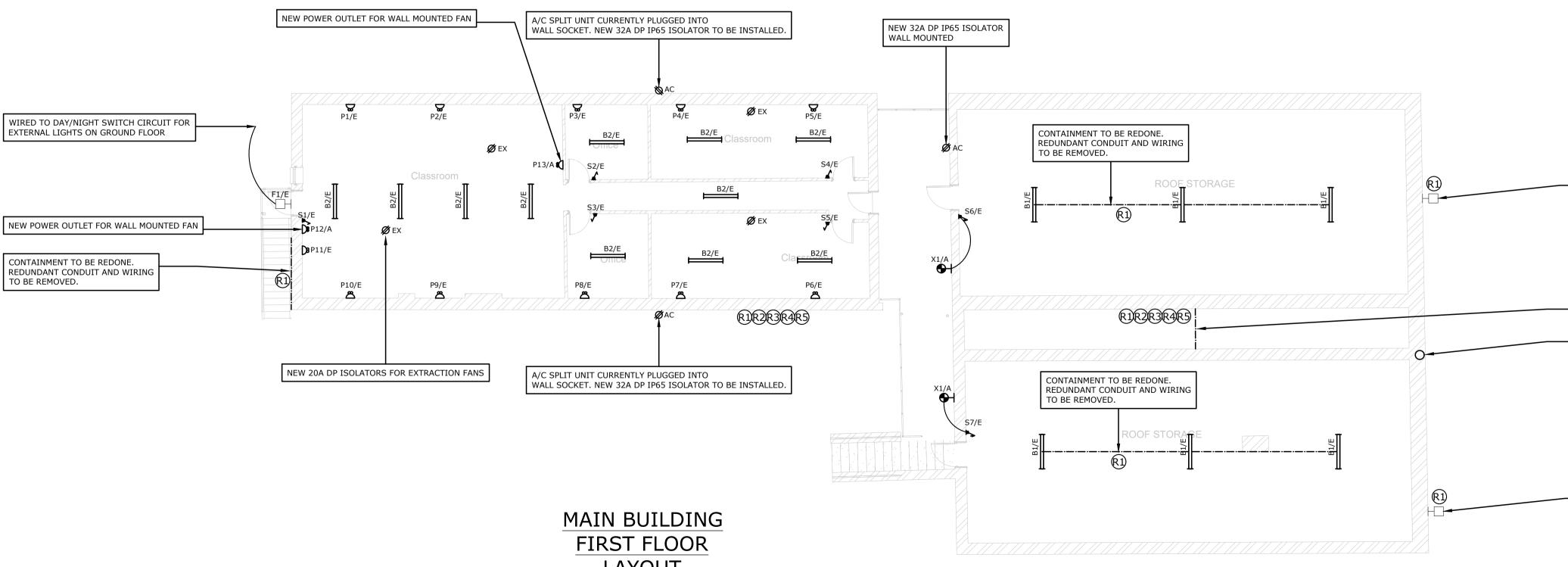
ELECTRICAL

Project:

UPGRADE OF PARTIAL CARE ECD FACILITIES

Drawing Title:				
KUYAS	5A - MA	IN BUILDI	١G	
		R - ELECTE		
			NOAL	
11	NSTAL	_ATION		
Prof. Registered Si	gnature	Client Signature		
DG Strac	han			
PR.TECH ENG 20	1170230	Client Name		
N STRACHAN				
Date: Designed:				
Novembe	r 2024	HENRY HE	YNS	
Size:		Drawn:		
A1		HENRY HE	EYNS	
Scale:		Checked:		
AS SHOW	N	NIEL STRACHAN		
Building Occupanc	y:	Climate Zone: 4		
Stage:				
4.1				
Project #:	Discipline:	Drawing #:	Rev:	
6710905S E 100 B				

COUNCIL SUBMISSION



LAYOUT SCALE 1:100

	LIGHTING LEGEND				
QTY	SYMBOL	DESCRIPTION			
5	1	10A One-Lever, One Way Light Switch, Wall Recessed @ 1250mm AFFL			
2	1	10A Two-Lever, One Way Light Switch, Wall Recessed @ 1250mm AFFL			
1	IP65	10A One-Lever, One Way, IP65, Weatherproof Light Switch, Wall Mounted, Surface Mounted @ 1250mm AFFL			
2		Vandal Proof 19W LED Bulkhead Luminaire, 2530lm, IP65, 4000K, Surface Mounted, With Wireguard (Bekabulk Or Similar Approved)			
1	T F1	50W LED Flood Light Luminaire, 6500 lm, IP66, 4000K, High-Pressure Die-Cast Aluminium Housing, IK09, Surface Mounted With Stainless Steel Bracket And Bolts (Rubicon Chira Or Similar Approved), Complete With Vandal Steel Cage Cover			
6	B1	43W 1270mm LED Linear Luminaire, 7986 Im, Surface Mounted, Vapour Proof, IP65, IK08 Polycarbonate Protector, Grey Finish (Lascon C10-HO-43W or Similar Approved)			
12	B2	24W 1270mm LED Linear Luminaire, 4561 Im, Surface Mounted, Vapour Proof, IP65, IK08 Polycarbonate Protector, Grey Finish (Lascon C10-HE-24W or Similar Approved)			
	\frown	Additional Wiring For Connecting New Lighting Fixtures To Existing/New Circuits			
	/A	Denotes New Electrical Fixture Installed In New Power Point/Wireway.			
	/E	Denotes Replacement of Existing Fixture With New Fixture Installed In Existing Power Point/Wireway			

SOCKET OUTLET LEGEND				
500				
SYMBOL	DESCRIPTION			
گ	16A SSO Mounted @ 300mm AFFL (SANS 164-1/2 Combination) Recessed or Surface Mounted As Applicable			
۵	16A SSO Mounted @ 1200mm AFFL (SANS 164-1/2 Combination) Recessed Or Surface Mounted As Applicable			
Ø	DP Isolator, Mounting And Rating As Shown			
	25mmØ PVC Conduit, Surface Mounted, Inclusive Of All Mounting Accessories			
\oplus	P9000 PVC Trunking Vertical Riser/Drop			
\frown	Additional Wiring For Connecting New Small Power Fixtures To Existing/New Circuits			
/A	Denotes New Electrical Fixture Installed In New Power Point/Wireway.			
/E	Denotes Replacement of Existing Fixture With New Fixture Installed In Existing Power Point/Wireway			

QTY

12

2

4

200 m

5 m

REMEDIAL WORK LEGEND			
SYMBOL	DESCRIPTION		
R1	Removal Of Redundant Cabling, Containment and OHS Hazards.		
R2	Blank Off Exposed Wiring and Live Parts		
R3	Make Good Building Works Around Electrical Boxes, Switches and Fittings		
R4	Cable Management/Tidy Up Cabling		
R5	Install Additional Support And Fixing Brackets For Containment		

DECOMMISSION AND REMOVE EXISTING FLOODLIGHT. MAKE GOOD BUILDING WORKS.

CONDUIT LINK ON ROOF LEVEL TO BE REDONE. REDUNDANT CABLING AND CONTAINMENT TO BE REMOVED

ENCLOSE DSTV ANTENNA CABLING IN CONDUIT

DECOMMISSION AND REMOVE EXISTING FLOODLIGHT. MAKE GOOD BUILDING WORKS.

ELECTRICAL SPECIFICATION:

- Scope: Refurbishment/upgrade of the following:
- a. Lighting (Internal and External)
- b. Small Power (Socket Outlets and Isolators) c. LV Distribution Boards and Reticulation
- d. Cabling and Containment
- e. Earthing and Bonding

2. Compliance:

- The entire electrical installation must be made compliant with the latest edition of SANS 10142-1, the OHS Act 85 of 1993, local authority bylaws and the National Norms and Standards for Partial Care and must adhere to the electrical engineer's specifications.
- The Contractor must provide an Electrical Certificate of Compliance (COC) and Test Report (TR), issued by a Registered Electrician, for the entire electrical installation including all modifications and additions made to the existing installation. Each DB to be provided with a COC and TR which must cover all circuits fed.
- Earthing and Bonding: All exposed metallic elements must be bonded to earth. The earthing system must be of the TN-S type.
- . Labelling: The Contractor must label all socket outlets, isolators and light switches using laser engraved aluminium tags (For e.g: MDB CB-1). Legend cards must be provided for each DB accurately mapping and describing circuits fed. DB cover plates to be labelled to show fed from information, cable size, and electrical ratings.
- Containment: SABS approved containment and cover plates must be used to enclose cabling and live parts of the installation. Redundant containment/conduit to be removed. Existing untidy surface mounted conduit to be redone.
- . Isolation: All electrical circuits must have adequate and accessible means of isolation for maintenance purposes or in case of an emergency.
- Lighting: Existing luminaires to be replaced with new, SABS approved, LED luminaires mounted in the positions as shown on the electrical engineer's layouts. Contractor to make good building works where fittings are replaced. Prior to bulk order, datasheets and samples must be presented to the engineer for approval.
- Small Power: All socket outlets to be replaced to comply with the new dimensions of SANS 10142-1.
- Cabling: Faulty light and socket circuits to be rewired using 2.5mm² GP PVC Insulated or 3C Surfix cabling as appropriate. 4mm² cabling to be used for long circuit runs. Stove circuits to be wired using 6mm² 3C Surfix conductors. Existing redundant cabling to be removed.
- **10. Documentation:** The Contractor must provide O&M manuals, product warranties and a workmanship guarantee for the installation.

B 01/11/2024 COUNCIL COMMENTS A 15/05/2024 FOR COUNCIL SUBMISSION NO. DATE AMENDMENT Client:



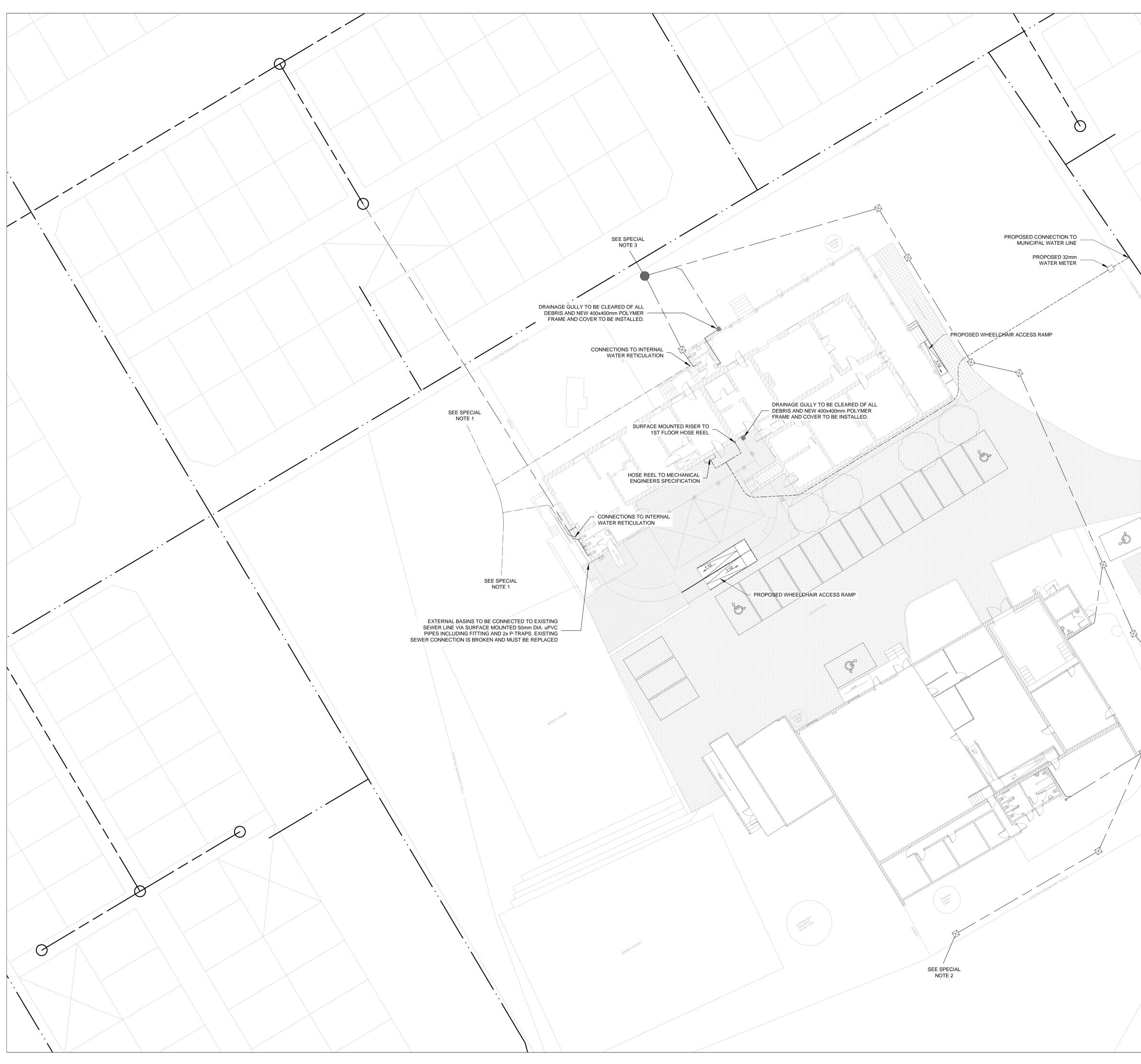


ELECTRICAL

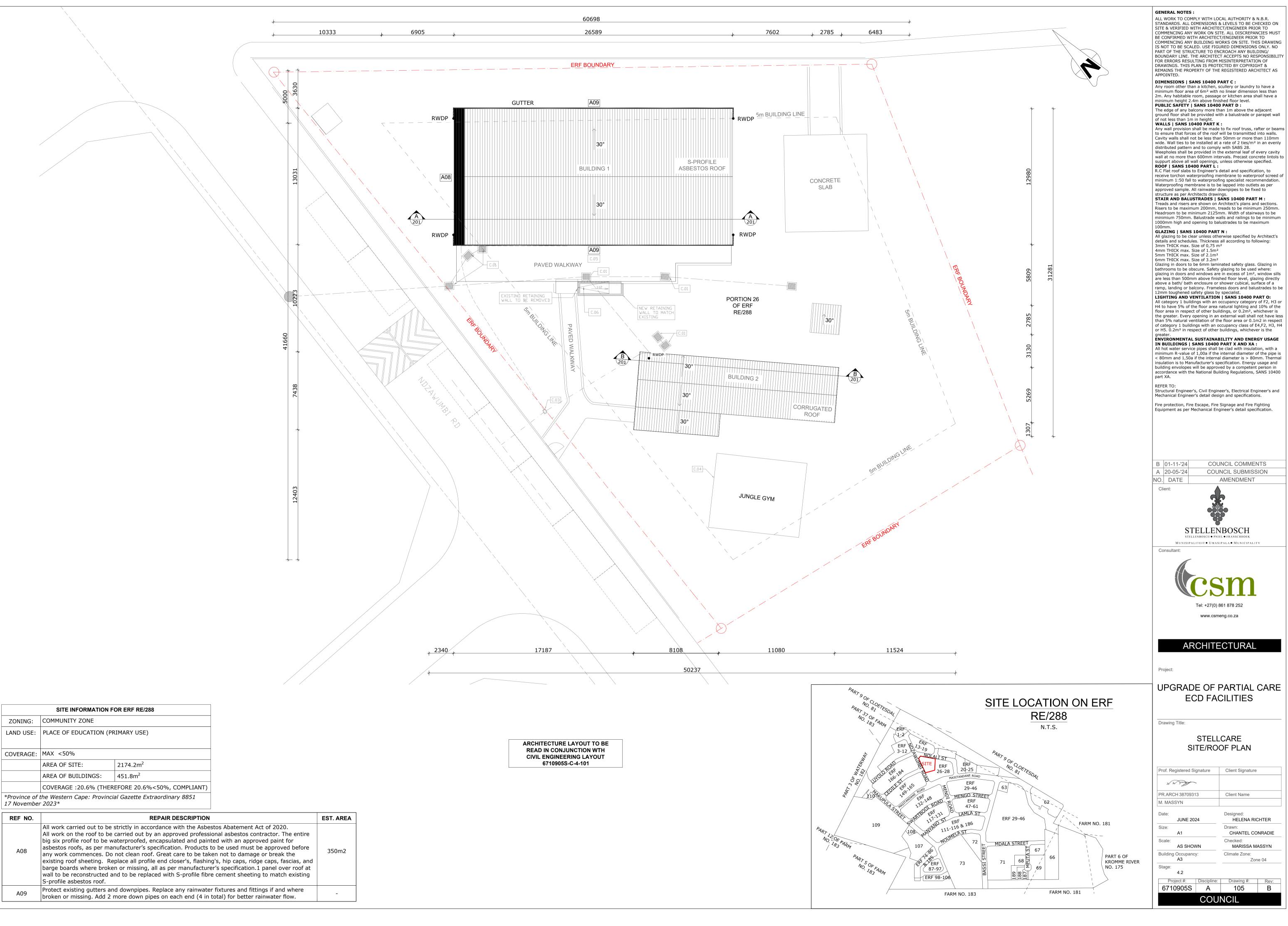
Project:

UPGRADE OF PARTIAL CARE ECD FACILITIES

Drawing Title: KUYASA - MAIN BUILDING FIRST FLOOR - ELECTRICAL INSTALLATION				
Prof. Registered Si	gnature	Client Signature		
DG Strac	DG Strachan			
PR.TECH ENG 20	1170230	Client Name		
N STRACHAN				
Date: Novembe	r 2024	Designed: HENRY HEYNS		
Size: A1		Drawn: HENRY HE	YNS	
Scale: AS SHOW	N	Checked: NIEL STRACHAN		
Building Occupanc	Building Occupancy: Climate Zone: 4			
Stage: 4.1				
Project #:	Discipline:	Drawing #:	Rev:	
6710905S	E	101	В	
For: COUNCIL SUBMISSION				

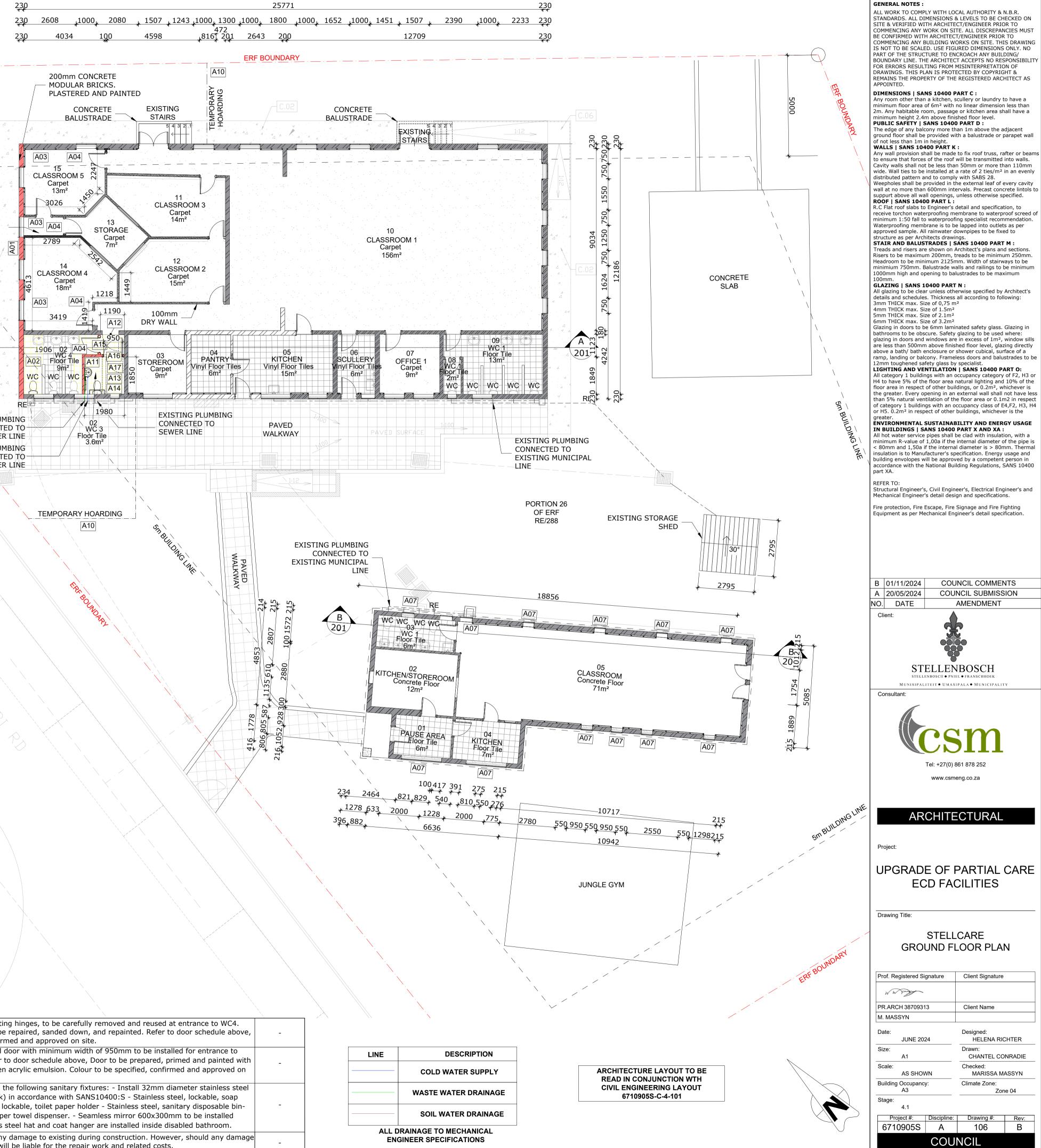


	/				ASSOCIATED	DRAWINGS LEGEND
			A		DRAWING NUMBER 1234567S/C/100	DESCRIPTION 0000000000
			\square			
					GENERAL NOTES	privation with all relevant Architect's
					Consultant's, and Specia 2. All details and dimension	onjunction with all relevant Architect's list's drawings and specifications. s subject to confirmation on site. Any
					discrepancies must be br prior to construction. 3. Drawings are not to be so	rought to the engineer's attention
					 All construction workman accordance with the relevance 	ship and materials to be in vant provisions of "The Application of gulations" (SANS 10400), Building
					Standards act (Act103) a 5. The works will be inspect	nd the relevant parts of SABS 1200. and form time to time by the
			/		out the work in general contract of drawings and documents	certain that the contractor is carrying onformity with the engineering a. Such inspections are not for the
					for the proper constructio	o not relieve him of the responsibility on of the works in accordance with the ocuments and good building practice.
		/				of this drawing is kept at the
•					SPECIAL NOTES	
·					 The existing water reticul beyond the indicated pos 	ation route could not be determined itions. A connection point to the
					municipal water line could	d not be determined on site. A new d separate water supply line is
					 It was determined on site neighboring property con 	that sewer reticulation from the nects to the existing sewer line on
					site. 3. Exact route and connection not be determined.	on point to municipal sewer line could
			20 ^{k0}			
			et ACOESSROAD			
			~			
					A 28/10/'24 ISSUED	FOR COUNCIL SUBMISSION
515 MG					NO. DATE Client:	
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					www	.csmeng.co.za
						CIVIL
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						F PARTIAL CARE
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					Drawing Title:	
	/		/			
			2		KUYASA C	VIVIL SERVICES
		() OLO				
/		77			Prof. Registered Signature	e Client Signature
					PR.ENG 980215	Client Name
					L.SAUNDERS Date:	Designed:
		/	/		28/10/2024 Size:	Designed: MICHAEL LE ROUX Drawn:
	SYMBOL	LEGE	ND SCRIPTION		A1 Scale:	MICHAEL LE ROUX Checked:
		EXISTING SE	WER MANHOLE	=	1:200 Building Occupancy:	LEON SAUNDERS Climate Zone:
			JNICIPAL SEWER PIPE		n/a Stage: 4	n/a
			PE100 HDPE PN16 PIPE	-	Project #: Discip	
		EXISTING MU 2.5x5m PARk	JNICIPAL WATER LINE		For: COUNCIL	SUBMISSION
	L					



A08	All work on the roof to be carried out by an approved professional asbestos contractor. The entire big six profile roof to be waterproofed, encapsulated and painted with an approved paint for asbestos roofs, as per manufacturer's specification. Products to be used must be approved before any work commences. Do not clean roof. Great care to be taken not to damage or break the existing roof sheeting. Replace all profile end closer's, flashing's, hip caps, ridge caps, fascias, and barge boards where broken or missing, all as per manufacturer's specification.1 panel over roof at wall to be reconstructed and to be replaced with S-profile fibre cement sheeting to match existing S-profile asbestos roof.	350m2
A09	Protect existing gutters and downpipes. Replace any rainwater fixtures and fittings if and where broken or missing. Add 2 more down pipes on each end (4 in total) for better rainwater flow.	-

AIC	4027					
A16		A15	<u> </u>	k		
	* <u>383 150 383</u>		76 <u>813</u>	76 		
		1032 <i>2</i> 6				
		2032				60 <u>1000</u> 938 230 53 1267 981 230
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ТҮРЕ	D01	ТҮРЕ	D02			0
LOCATION QUANTITY	DISABLED WC 1	LOCATION QUANTITY	BATHROOM DOOR			12188 12188 9 <u>1</u> 74
PANEL FRAME	44 X 915 X 2032MM SEMI-SOLID FLUSH PANEL STANDARD ALUMINUM DOOR FRAME SECTION	PANEL FRAME	44 X 813 X 2032MM STANDARD ALUMINU		FLUSH PANEL	
FINISH	PRIME AND PAINTED.	FINISH	PRIME AND PAINTED			
IRONMONGE	INDICATOR BOLT, PULL HANDLES ON INTERIOR	IRONMONGERY	HINGES BY MANUFA	DLES. COPY OF K	EYS TO BE	100 118103 118103
	AND EXTERIOR ON ALL. PUSH PLATES, S/S KICK PLATES TO INTERIOR AND EXTERIOR OF DOOR.		PROVIDED FOR MAX			
NOTES	DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO MANUFACTURING. TO BE INSTALLED STRICTLY IN ACCORDANCE WITH MANUFACTURER'S SHOP DRAWINGS AND SPECIFICATIONS. ALL DOORS AND WINDOWS ARE VIEWED FROM THE OUTSIDE.	NOTES	DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO MANUFACTURING. TO BE INSTALLED STRICTLY IN ACCORDANCE WITH MANUFACTURER'S SHOP DRAWINGS AND SPECIFICATIONS. ALL DOORS AND WINDOWS ARE VIEWED FROM THE OUTSIDE.			230 230 230 230 1862 12 230 1862 12
	DOOR SWINGS AS PER PLAN LAYOUT.		DOOR SWINGS AS P	PER PLAN LAYOU	Г.	
REF NO.	REPAIR DESCRIPT			EST. AREA		CONNECTEI
A01	New wall by structural engineer. New plaster and paint: T wall) shall be steel trowelled to a smooth, even, and true from blemishes, cracks, blisters, or other defects. Plaster of openings, and all angles shall be true and straight with of a surface shall be executed in one operation and no joi plasterwork on all joints between existing and new brick w be clean, dry, and free of loose materials. Apply 1 full coat Undercoat, followed by 2 full coats approved premium qu minimum 4 hours between coats. Colour to match existin full coat approved Universal Undercoat. Apply 2 coats app	finish. All plastered f shall be returned int salient angles slight int marks shall be allo walls. External wall fi at approved Acrylic Pr vality Exterior Emulsio g.Internal wall finish proved premium qual	finishes shall be free o reveals and soffits ly rounded.Plastering owed. Form V-joint in nish: Surfaces must rimer Sealer on paint. Allow : Dust off and apply 1 ity velvet sheen	101m2		EXISTING PLUME CONNECTEI WATER
A02	Acrylic emulsion wall coating, to correctly prepared surface UV- and stain resistant . Colour to be specified, confirmed First 3 rows of floor tiles to be carefully removed. Care sl adjacent existing tiles while removing the 3 rows. Rake of replace tiles to match existing, with an approved grout m	d and approved on sit hould be taken not to ut grouting to the ful	te. damage the l depth of the tile and	3m2		
A03	The existing carpet (and underlay) to be removed. Concre- structural engineer's specifications, to a perfect smooth fi floor tiles. All door thresholds to receive an approved 30m doors. Supply and install new 500 x 500mm (or 600 x 60 with a Stainproof fibre. Carpet to be fixed to floor with an manufacturer's specification. Provide new 19 x 76mm Men against floor with a 19mm meranti quadrant. Skirting sha The screw heads to be recessed and plugged with matchi quadrant to be sanded down and finished with sanding se suede finish.	inish, ready to receive nm (w) aluminium div 0mm) approved high adhesive in accordat ranti skirting fixed to all be screwed and plu ng meranti wood plue	e approved carpet viding strip under quality carpet tiles nce with the wall and finished ugged against walls. gs. Skirting and	33m2		
A04	Remove and replace all ceiling boards and cornices. All screwheads to be recessed, plugged and primed with suitable and approved primer before final finishing. Replace cover strips with equal and approved, matching cover strips, and ensure that all timber cover strips are fixed properly. Finish with: 1 Universal undercoat and 2 final coats approved Interior Acrylic PVA, Colour: -"White".			39m2		
A05	Remove and discard of existing broken toilet pan. Install complete with seat and all plumbing for a fully functional					X The second sec
A06	Damaged concrete apron to be reinstated as per Civil Eng The threaded bolts protruding through the wall to be rem windows where external burglar bars were fixed. Repair a	jineer's specifications oved (or cut off flush and make good finishe	with the wall) at all es in all trades.	-		
A07	Repair openings in wall with same material and make goo skim plastered. Repaint wall: Dust off and apply one (1) of 2 coats approved Premium quality velvet sheen Acrylic en surfaces. Wall coating to be highly washable, UV- and sta confirmed and approved on site.	coat approved Univer nulsion wall coating, in resistant . Colour t	sal Undercoat. Apply to correctly prepared to be specified,	6 per window		
A08	All work carried out to be strictly in accordance with the A All work on the roof to be carried out by an approved pro- big six profile roof to be waterproofed, encapsulated and asbestos roofs, as per manufacturer's specification. Produ any work commences. Do not clean roof. Great care to be existing roof sheeting. Replace all profile end closer's, fla barge boards where broken or missing, all as per manufac- wall to be reconstructed and to be replaced with S-profile S-profile asbestos roof.	fessional asbestos co painted with an appro ucts to be used must e taken not to damag ashing's, hip caps, rid cturer's specification.	ntractor. The entire oved paint for be approved before e or break the ge caps, fascias, and 1 panel over roof at	350m2		
A09	Protect existing gutters and downpipes. Replace any rainv broken or missing. Add 2 more down pipes on each end (-			-		
A10	Minimum 2.4m high shade cloth and temporary galvanise varying panel lengths to be erected as indicated, and 80% wire. 1x Vehicle access and 1x pedestrian access gates to spikes, stability braces and safety signage.	ed 100x50mm weld m % shade cloth tied on be provided, all inclu	nesh fence hoarding in with galvanised tie usive of ground	-		
A11	Remove existing partitioning and sanitary ware as indicated wall to match existing brick, all to Structural Engineers Sp paint: The surface of plaster (both sides of the wall) shall true finish. All plastered finishes shall be free from blemiss Plaster shall be returned into reveals and soffits of openin straight with salient angles slightly rounded. Plastering of operation and no plastering joint marks shall be allowed. between existing and new brick walls. Dust off and apply Apply 2 coats approved premium quality velvet sheen acr prepared surfaces. Wall coating to be highly washable, UV specified, confirmed and approved on site. Wall behind sa 150x150mm White Gloss Ceramic wall tiles with max 5mr glue fixed to wall with approved tile adhesive, up to unde	pecifications. Wall to be steel trowelled to shes, cracks, blisters, ngs, and all angles sha a surface shall be ex V-joints in plasterwo 1 full coat approved rylic emulsion wall co V- and stain resistant anitaryware: Prepare m joints with dark gre	receive plaster and a smooth, even, and or other defects. all be true and ecuted in one rk only allowed Universal Undercoat. ating, to correctly . Colour to be wall to receive ey grout. Wall tiles	-	A15	Existing Door including existing Before reinstating, door to be Colour to be specified, confirm New solid timber flush panel do
A12	 Floor tiles to be carefully removed in allocated area. Care should be taken not to damage the adjacent existing tiles while removing these tiles. Rake out grouting to the full depth of the t replace tiles to match existing, with an approved grout mix containing a water repellent additional strength and the taken to be carefully removed. 			-	A16	new disabled ablution. Refer to premium quality velvet sheen a site.
A13	White ceramic disabled WC with grab rails and side lever 443mm(D), or similarly approved. All plumbing, grabrails to working order and to be in accordance with SANS1040 walls to be closed up and finished off neatly.	combo 855mm(H) x and side lever instal	443mm(W) x lation to be complete	-	A17	Disabled Ablution to contain th grabrails (x2 - side and back) i dispenser Stainless steel, loc Stainless steel, lockable, paper
A14	Basin Wall-hung Ceramic basin with tap holes for action le or similarly approved. All plumbing to be complete to wor SANS10400 PART S. All penetrations into/ through walls o	king order and to be	in accordance with	-	GENERAL ITEM	above each basin - Stainless st Care to be taken to avoid any occur, the main contractor will



y damage to existing during construction. However, should any damage will be liable for the repair work and related costs.

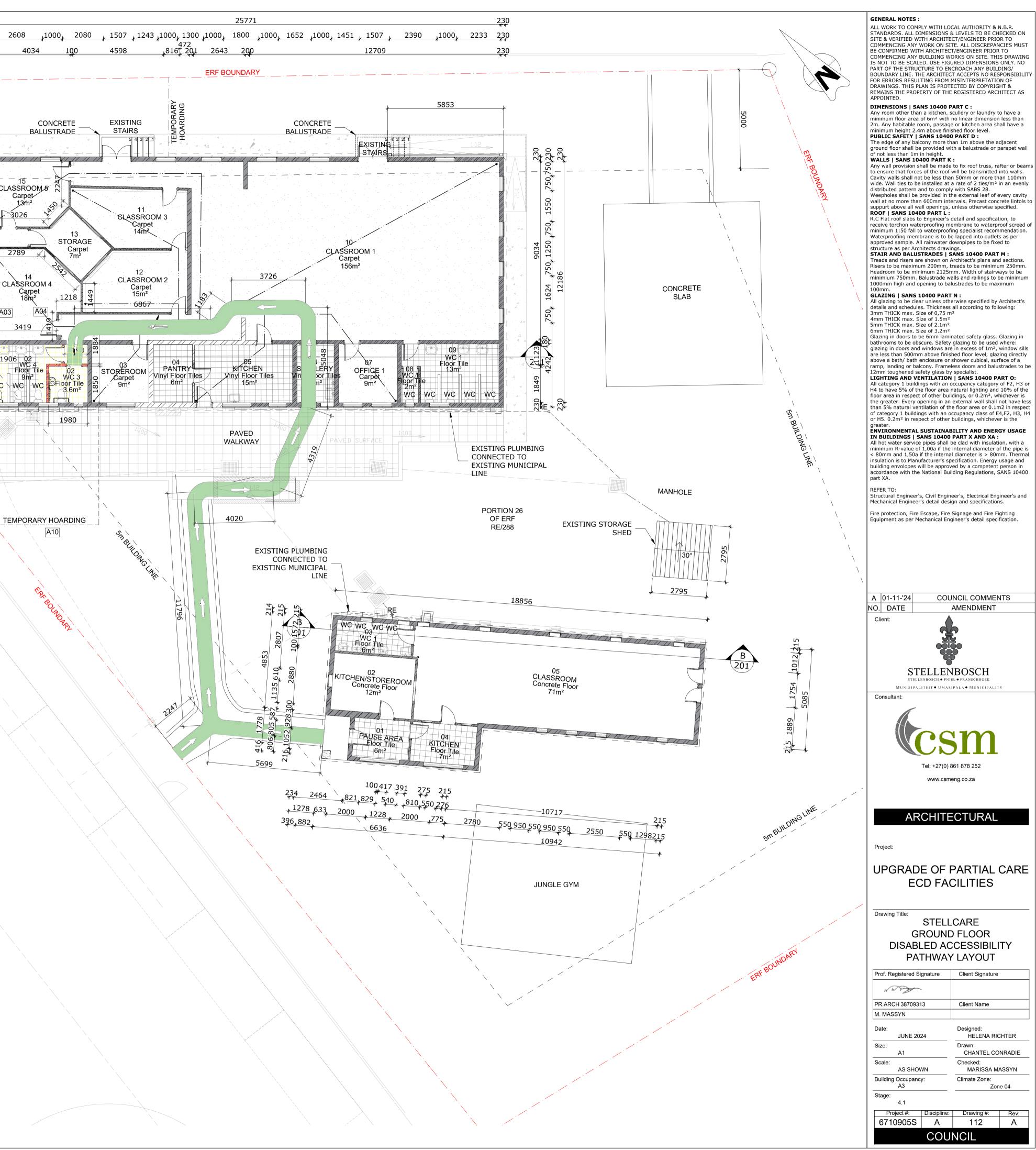
ENGINEER SPECIFICATIONS

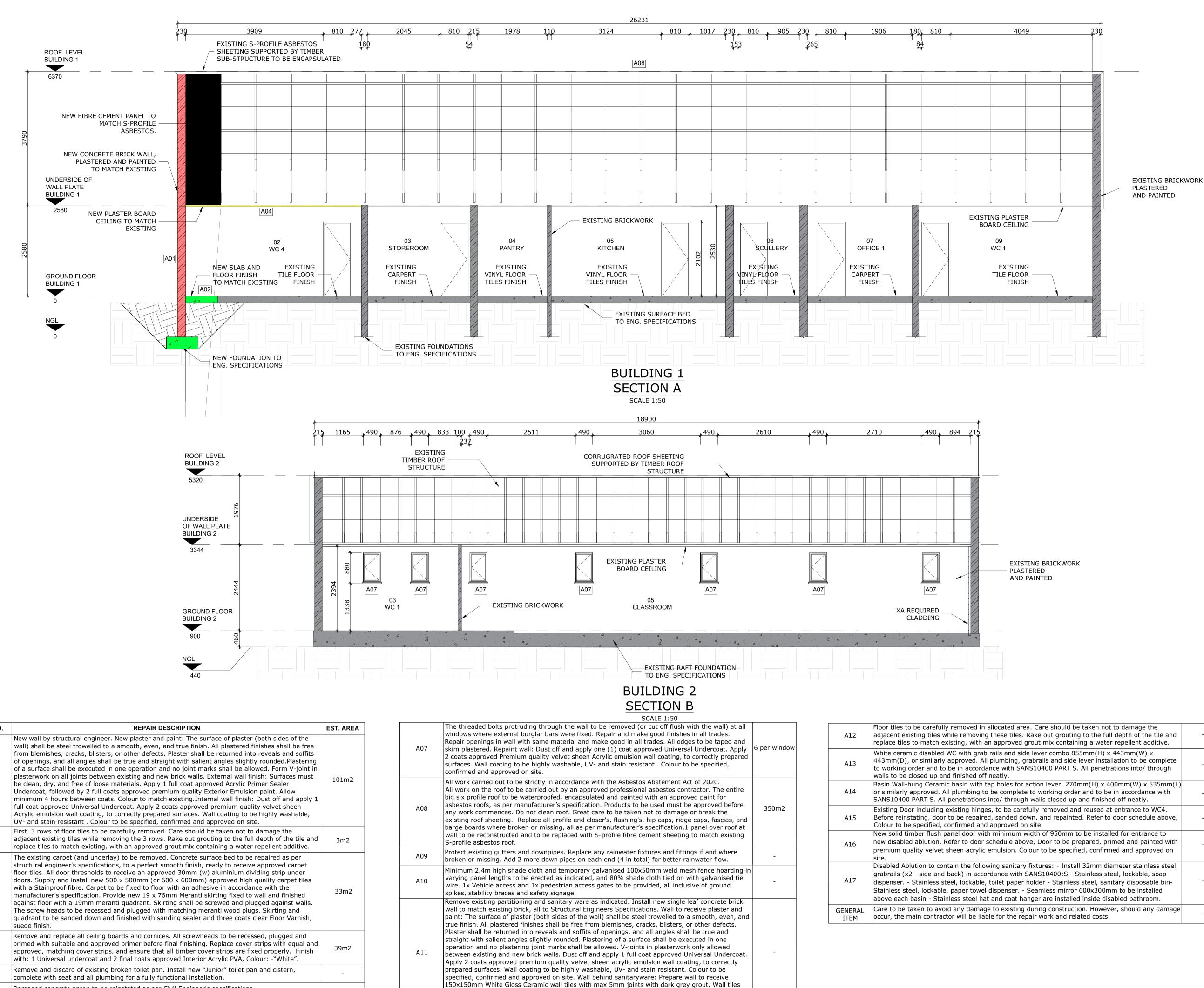
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INTERNAL ACCESIBILITY PATH TO DISABLED WC			
RM #	FROM	DISTANCE	
03	STOREROOM	9.7m	
05	KITCHEN	17.6m	
07	OFFICE 1	20.4m	
10	CLASSROOM 1	25.3m	
11	CLASSROOM 3	17.1m	
12	CLASSROOM 2	12.9m	
14	CLASSROOM 4	7.8m	
15	CLASSROOM 5	27.3m	





		,		SCALE 1:50		
REF NO.	New wall by structural engineer. New plaster and paint: The surface of plaster (both sides of the wall) shall be steel trowelled to a smooth, even, and true finish. All plastered finishes shall be free from blemishes, cracks, blisters, or other defects. Plaster shall be returned into reveals and soffits of openings, and all angles shall be true and straight with salient angles slightly rounded.Plastering of a surface shall be executed in one operation and no joint marks shall be allowed. Form V-joint in		New wall by structural engineer. New plaster and paint: The surface of plaster (both sides of the wall) shall be steel trowelled to a smooth, even, and true finish. All plastered finishes shall be free from blemishes, cracks, blisters, or other defects. Plaster shall be returned into reveals and soffits of openings, and all angles shall be true and straight with salient angles slightly rounded.Plastering	EST. AREA	A07	The threaded bolts protruding through the wall to be removed (or cut off flush with the wall) at all windows where external burglar bars were fixed. Repair and make good finishes in all trades. Repair openings in wall with same material and make good in all trades. All edges to be taped and skim plastered. Repaint wall: Dust off and apply one (1) coat approved Universal Undercoat. Apply 2 coats approved Premium quality velvet sheen Acrylic emulsion wall coating, to correctly prepared surfaces. Wall coating to be highly washable, UV- and stain resistant . Colour to be specified, confirmed and approved on site.
A01	be clean, dry, and free of loose materials. Apply 1 full coat approved Acrylic Primer Sealer Undercoat, followed by 2 full coats approved premium quality Exterior Emulsion paint. Allow minimum 4 hours between coats. Colour to match existing.Internal wall finish: Dust off and apply 1 full coat approved Universal Undercoat. Apply 2 coats approved premium quality velvet sheen Acrylic emulsion wall coating, to correctly prepared surfaces. Wall coating to be highly washable, UV- and stain resistant . Colour to be specified, confirmed and approved on site.	101m2	A08	All work carried out to be strictly in accordance with the Asbestos Abatement Act of 2020. All work on the roof to be carried out by an approved professional asbestos contractor. The entire big six profile roof to be waterproofed, encapsulated and painted with an approved paint for asbestos roofs, as per manufacturer's specification. Products to be used must be approved before any work commences. Do not clean roof. Great care to be taken not to damage or break the existing roof sheeting. Replace all profile end closer's, flashing's, hip caps, ridge caps, fascias, and		
A02	First 3 rows of floor tiles to be carefully removed. Care should be taken not to damage the adjacent existing tiles while removing the 3 rows. Rake out grouting to the full depth of the tile and replace tiles to match existing, with an approved grout mix containing a water repellent additive.	3m2		barge boards where broken or missing, all as per manufacturer's specification.1 panel over roof at wall to be reconstructed and to be replaced with S-profile fibre cement sheeting to match existing S-profile asbestos roof.		
	The existing carpet (and underlay) to be removed. Concrete surface bed to be repaired as per	ting carpet (and underlay) to be removed. Concrete surface bed to be repaired as per A09	A09	Protect existing gutters and downpipes. Replace any rainwater fixtures and fittings if and where broken or missing. Add 2 more down pipes on each end (4 in total) for better rainwater flow.		
A03	 structural engineer's specifications, to a perfect smooth finish, ready to receive approved carpet floor tiles. All door thresholds to receive an approved 30mm (w) aluminium dividing strip under doors. Supply and install new 500 x 500mm (or 600 x 600mm) approved high quality carpet tiles with a Stainproof fibre. Carpet to be fixed to floor with an adhesive in accordance with the manufacturer's specification. Provide new 19 x 76mm Meranti skirting fixed to wall and finished 		tiles. All door thresholds to receive an approved 30mm (w) aluminium dividing strip under s. Supply and install new 500 x 500mm (or 600 x 600mm) approved high quality carpet tiles a Stainproof fibre. Carpet to be fixed to floor with an adhesive in accordance with the	33m2	A10	Minimum 2.4m high shade cloth and temporary galvanised 100x50mm weld mesh fence hoarding in varying panel lengths to be erected as indicated, and 80% shade cloth tied on with galvanised tie wire. 1x Vehicle access and 1x pedestrian access gates to be provided, all inclusive of ground spikes, stability braces and safety signage.
	against floor with a 19mm meranti quadrant. Skirting shall be screwed and plugged against walls. The screw heads to be recessed and plugged with matching meranti wood plugs. Skirting and quadrant to be sanded down and finished with sanding sealer and three coats clear Floor Varnish, suede finish.			Remove existing partitioning and sanitary ware as indicated. Install new single leaf concrete brick wall to match existing brick, all to Structural Engineers Specifications. Wall to receive plaster and paint: The surface of plaster (both sides of the wall) shall be steel trowelled to a smooth, even, and true finish. All plastered finishes shall be free from blemishes, cracks, blisters, or other defects.		
A04	Remove and replace all ceiling boards and cornices. All screwheads to be recessed, plugged and primed with suitable and approved primer before final finishing. Replace cover strips with equal and approved, matching cover strips, and ensure that all timber cover strips are fixed properly. Finish with: 1 Universal undercoat and 2 final coats approved Interior Acrylic PVA, Colour: -"White".	39m2	A11	Plaster shall be returned into reveals and soffits of openings, and all angles shall be true and straight with salient angles slightly rounded. Plastering of a surface shall be executed in one operation and no plastering joint marks shall be allowed. V-joints in plasterwork only allowed between existing and new brick walls. Dust off and apply 1 full coat approved Universal Undercoat. Apply 2 coats approved premium quality velvet sheen acrylic emulsion wall coating, to correctly		
A05	complete with seat and all plumbing for a fully functional installation.			prepared surfaces. Wall coating to be highly washable, UV- and stain resistant. Colour to be specified, confirmed and approved on site. Wall behind sanitaryware: Prepare wall to receive		
A06				150x150mm White Gloss Ceramic wall tiles with max 5mm joints with dark grey grout. Wall tiles glue fixed to wall with approved tile adhesive, up to underside of interior sill. Install square Stainless steel edge trims to sill edges.		

should be taken not to damage the ut grouting to the full depth of the tile and ix containing a water repellent additive.	-
combo 855mm(H) x 443mm(W) x and side lever installation to be complete 0 PART S. All penetrations into/ through	-
ever. 270mm(H) x 400mm(W) x 535mm(L) king order and to be in accordance with closed up and finished off neatly.	-
moved and reused at entrance to WC4. d repainted. Refer to door schedule above,	-
950mm to be installed for entrance to or to be prepared, primed and painted with be specified, confirmed and approved on	-
s: - Install 32mm diameter stainless steel 0400:S - Stainless steel, lockable, soap - Stainless steel, sanitary disposable bin- ess mirror 600x300mm to be installed re installed inside disabled bathroom.	-
construction. However, should any damage	

ALL WORK TO COMPLY WITH LOCAL AUTHORITY & N.B.R. STANDARDS. ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE & VERIFIED WITH ARCHITECT/ENGINEER PRIOR TO COMMENCING ANY WORK ON SITE. ALL DISCREPANCIES MUST BE CONFIRMED WITH ARCHITECT/ENGINEER PRIOR TO COMMENCING ANY BUILDING WORKS ON SITE. THIS DRAWING IS NOT TO BE SCALED. USE FIGURED DIMENSIONS ONLY. NO PART OF THE STRUCTURE TO ENCROACH ANY BUILDING/ BOUNDARY LINE. THE ARCHITECT ACCEPTS NO RESPONSIBILITY

GENERAL NOTES :

FOR ERRORS RESULTING FROM MISINTERPRETATION OF DRAWINGS. THIS PLAN IS PROTECTED BY COPYRIGHT & REMAINS THE PROPERTY OF THE REGISTERED ARCHITECT AS APPOINTED. DIMENSIONS | SANS 10400 PART C :

Any room other than a kitchen, scullery or laundry to have a minimum floor area of 6m² with no linear dimension less than 2m. Any habitable room, passage or kitchen area shall have a minimum height 2.4m above finished floor level. PUBLIC SAFETY | SANS 10400 PART D : The edge of any balcony more than 1m above the adjacent

ground floor shall be provided with a balustrade or parapet wall of not less than 1m in height WALLS | SANS 10400 PART K :

Any wall provision shall be made to fix roof truss, rafter or beams to ensure that forces of the roof will be transmitted into walls. Cavity walls shall not be less than 50mm or more than 110mm wide. Wall ties to be installed at a rate of 2 ties/m² in an evenly distributed pattern and to comply with SABS 28. Weepholes shall be provided in the external leaf of every cavity wall at no more than 600mm intervals. Precast concrete lintols to suppurt above all wall openings, unless otherwise specified.

ROOF | SANS 10400 PART L : R.C Flat roof slabs to Engineer's detail and specification, to receive torchon waterproofing membrane to waterproof screed of minimum 1:50 fall to waterproofing specialist recommendation. Waterproofing membrane is to be lapped into outlets as per approved sample. All rainwater downpipes to be fixed to structure as per Architects drawings

STAIR AND BALUSTRADES | SANS 10400 PART M : Treads and risers are shown on Architect's plans and sections. Risers to be maximum 200mm, treads to be minimum 250mm Headroom to be minimum 2125mm. Width of stairways to be minimium 750mm. Balustrade walls and railings to be minimum 1000mm high and opening to balustrades to be maximum

GLAZING | SANS 10400 PART N : All glazing to be clear unless otherwise specified by Architect's details and schedules. Thickness all according to following: 3mm THICK max. Size of 0,75 m² 4mm THICK max. Size of 1.5m²

5mm THICK max. Size of 2.1m² 6mm THICK max. Size of 3.2m²

Glazing in doors to be 6mm laminated safety glass. Glazing in bathrooms to be obscure. Safety glazing to be used where: glazing in doors and windows are in excess of 1m², window sills are less than 500mm above finished floor level, glazing directly above a bath/ bath enclosure or shower cubical, surface of a ramp, landing or balcony. Frameless doors and balustrades to be 12mm toughened safety glass by specialist. LIGHTING AND VENTILATION | SANS 10400 PART O:

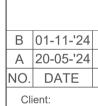
All category 1 buildings with an occupancy category of F2, H3 or H4 to have 5% of the floor area natural lighting and 10% of the floor area in respect of other buildings, or 0.2m², whichever is the greater. Every opening in an external wall shall not have less than 5% natural ventilation of the floor area or 0.1m2 in respect of category 1 buildings with an occupancy class of E4,F2, H3, H4 or H5. 0.2m² in respect of other buildings, whichever is the

ENVIRONMENTAL SUSTAINABILITY AND ENERGY USAGE IN BUILDINGS | SANS 10400 PART X AND XA : All hot water service pipes shall be clad with insulation, with a

minimum R-value of 1,00a if the internal diameter of the pipe is < 80mm and 1,50a if the internal diameter is > 80mm. Thermal insulation is to Manufacturer's specification. Energy usage and building envolopes will be approved by a competent person in accordance with the National Building Regulations, SANS 10400 part XA.

REFER TO Structural Engineer's, Civil Engineer's, Electrical Engineer's and Mechanical Engineer's detail design and specifications.

Fire protection, Fire Escape, Fire Signage and Fire Fighting Equipment as per Mechanical Engineer's detail specification.



COUNCIL COMMENTS COUNCIL SUBMISSION AMENDMENT





Consultant



ARCHITECTURAL

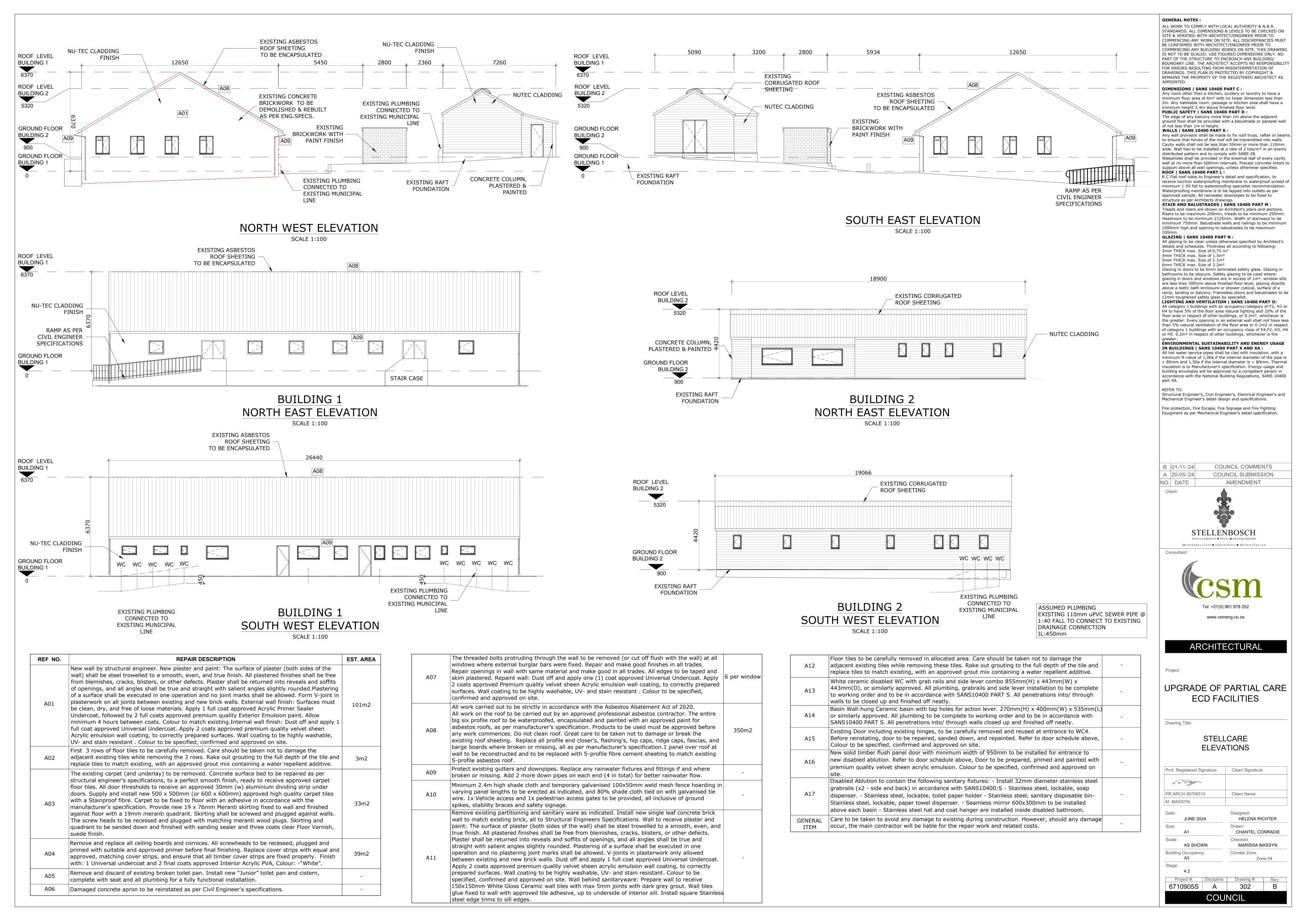
Project:

UPGRADE OF PARTIAL CARE ECD FACILITIES

Drawing Title:

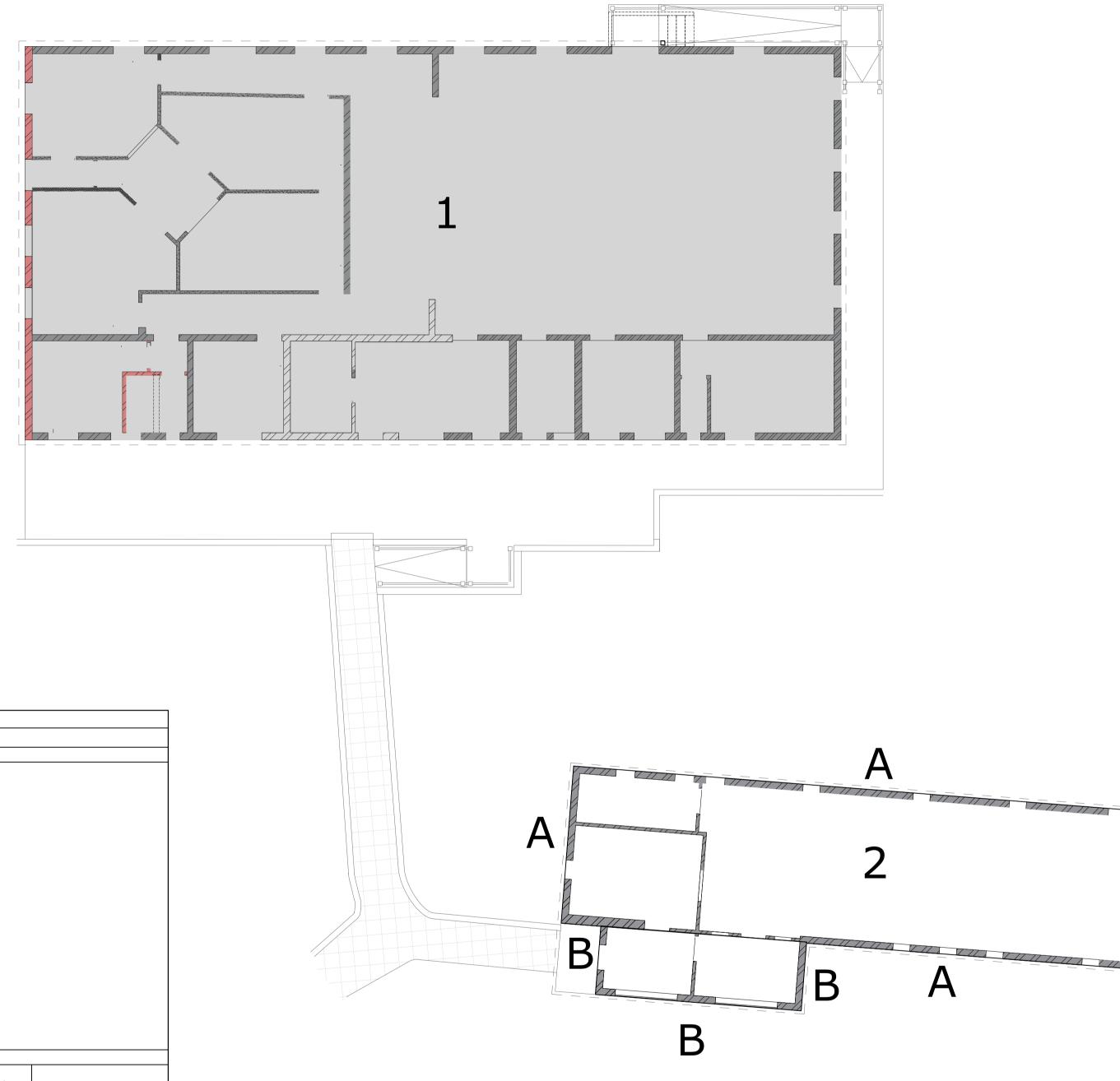
STELLCARE SECTIONS

Prof. Registered Sign	ature	Client Signature	
NWY			
PR.ARCH 38709313		Client Name	
M. MASSYN			
Date: JUNE 2024		Designed: HELANE RICHTER	
Size: A1		Drawn: CHANTEL CONRADIE	
Scale: AS SHOWN	1	Checked: MARISSA M	ASSYN
Building Occupancy: A3		Climate Zone: Zone 04	
Stage: 4.2			
Project #: [6710905S	Discipline: A	Drawing #: 201	Rev: B
	COUI	NCIL	



Zo	one 2: Stellenbo	sch			
BUILDING 1					
Roof Description	Element Thickness (mm)	R-Value (3,7 Required)	Note		
Outer Surface Resistance		0,05			
Big 6 Roof Sheeting	6,7	0,01	Existing R-value		
Indoor air film horizontal		0,16	calculation assumed		
Plaster board ceiling	12	0,07	from non-intrusive		
Inner Surface Resistance		0,09	investigation.		
Total R- Value (Not Compliant)		0,22			
Remedial Requirements	•		•		
Install (retrofit) Alububble new double sided reflective foil sisalation with minimum installed R-Value of 1.38 below existing roof sheeting.		1,38	Additions to existing to reach minimum		
Install new 75mm aerolite or similar accepted glass wool / fibreglass insulation product with minimum installed R-Value of 2,28 above the existing ceilings.	75	2,28	required R-value for compliance. R-values used are as per product specific data.		
New Total R- Value (Compliant)		3,88	-		
External Wall Description Cement Block construction rendered both externally and internally	Element Thickness (mm)	R-Value (0,6 Required)	Note		
Outer Surface Resistance		0,05			
Plaster (external)	15	0,02	Existing R-value		
Hollow cement block plastered internally	190	0,23	calculation assumed		
Plaster (internal)	15	0,02	from non-intrusive		
Inner Surface Resistance		0,11	investigation.		
Total R- Value (Not Compliant)		0,43	1		
Remedial Requirements	•		•		
Vertical air space	50	0,16			
Install (retrofit) to internal of external walls, new 12mm thick plaster board, sealed at all joints, fixed to new 50mm thick brandering skrewd to existing cement block walls with appropriate wall plugs. Paint finish and colour to be confirmed as per existing.	12	0,07	Additions to existing to reach minimum required R-value for compliance. R-values used are as per product specific data.		
New Total R- Value (Compliant)		0,66			

			SANS10400:XA-Calcul	ation for Walls and Roofs			
			Zone 2:	Stellenbosch			
			BUI	LDING 2			
Roof Description	Element Thickness (mm)	R-Value (3,7 Required)	Note				
Outer Surface Resistance		0,05		1			
Metal Roof Sheet	0,8	0,00	Existing R-value				
Indoor air film horizontal		0,16	calculation assumed				
Plaster board ceiling	12	0,07	from non-intrusive				
Inner Surface Resistance		0,09	investigation.				
Total R- Value (Not Compliant)		0,37	1				
Remedial Requirements				1			
Install (retrofit) Alububble new double sided reflective foil sisalation with minimum installed R-Value of 1.38 below existing roof sheeting.		1,38	Additions to existing to reach minimum				
Install new 75mm aerolite or similar accepted glass wool / fibreglass insulation product with minimum installed R-Value of 2,28 above the existing ceilings.	75	2,28	required R-value for compliance. R-values used are as per product specific data.				
New Total R- Value (Compliant)		4,03					
Wall Type A: External Wall Description Assumed Cement Block construction clad externally and rendered internally	Element Thickness (mm)	R-Value (0,6 Required)	Note	Wall Type B: External Wall Description Assumed Cement Block construction rendered internally and externally	Element Thickness (mm)	R-Value (0,6 Required)	Note
Outer Surface Resistance		0,05		Outer Surface Resistance		0,05	
Profiled metal Clad Sheets directly onto wall	0,8	0,00	Existing R-value	Plaster (external)	15	0,02	Existing R-value
Hollow cement block	190	0,23	calculation assumed	Hollow cement block	190	0,23	calculation assumed
Plaster (internal)	15	0,02	from non-intrusive	Plaster (internal)	15	0,02	from non-intrusive
Inner Surface Resistance		0,11	investigation.	Inner Surface Resistance		0,11	investigation.
Total R- Value (Not Compliant)		0,41		Total R- Value (Not Compliant)		0,43	
Remedial Requirements				Remedial Requirements	1		
Vertical air space	50	0,16	Additions to existing to	Vertical air space	50	0,16	
Install (retrofit) to external walls, new 15mm thick high density plain tongue and groove Nutec board, strictly in accordance with manufacturer's specification and installation requirements, fixed to new 50mm thick brandering skrewd to existing	15	0,05	reach minimum required R-value for compliance. R-values used are as per product specific data. Remove existing external metal cladding, install new	Install (retrofit) to external walls, new 15mm thick high density plain tongue and groove Nutec board, strictly in accordance with manufacturer's specification and installation requirements, fixed to new 50mm thick brandering skrewd to existing	15	0,05	Additions to existing to reach minimum required R-value for compliance. R-values
cement block walls with appropriate wall plugs. Finish with minimum x2 coats pure acrylic PVA (colour to be confirmed.			50mm thick timber brandering, supports not exceding 600mm, skrewd to external walls	cement block walls with appropriate wall plugs. Finish with minimum x2 coats pure acrylic PVA (colour to be confirmed.			used are as per product specific data.
New Total R- Value (Compliant)		0,62		New Total R- Value (Compliant)		0,64	



GENERAL NOTES :

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DIMENSIONS | SANS 10400 PART C : Any room other than a kitchen, scullery or laundry to have a minimum floor area of 6m² with no linear dimension less than 2m. Any habitable room, passage or kitchen area shall have a minimum height 2.4m above finished floor level. PUBLIC SAFETY | SANS 10400 PART D :

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R.C Flat roof slabs to Engineer's detail and specification, to receive torchon waterproofing membrane to waterproof screed of minimum 1:50 fall to waterproofing specialist recommendation. Waterproofing membrane is to be lapped into outlets as per approved sample. All rainwater downpipes to be fixed to structure as per Architects drawings.

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Headroom to be minimum 2125mm. Width of stairways to be minimium 750mm. Balustrade walls and railings to be minimum 1000mm high and opening to balustrades to be maximum GLAZING | SANS 10400 PART N :

All glazing to be clear unless otherwise specified by Architect's details and schedules. Thickness all according to following: 3mm THICK max. Size of 0,75 m² 4mm THICK max. Size of 1.5m²

5mm THICK max. Size of 2.1m² 6mm THICK max. Size of 3.2m²

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H4 to have 5% of the floor area natural lighting and 10% of the floor area in respect of other buildings, or 0.2m², whichever is the greater. Every opening in an external wall shall not have less than 5% natural ventilation of the floor area or 0.1m2 in respect of category 1 buildings with an occupancy class of E4,F2, H3, H4 or H5. $0.2m^2$ in respect of other buildings, whichever is the

greater. ENVIRONMENTAL SUSTAINABILITY AND ENERGY USAGE IN BUILDINGS | SANS 10400 PART X AND XA : All hot water service pipes shall be clad with insulation, with a

minimum R-value of 1,00a if the internal diameter of the pipe is < 80mm and 1,50a if the internal diameter is > 80mm. Thermal insulation is to Manufacturer's specification. Energy usage and building envolopes will be approved by a competent person in accordance with the National Building Regulations, SANS 10400 part XA.

REFER TO: Structural Engineer's, Civil Engineer's, Electrical Engineer's and Mechanical Engineer's detail design and specifications.

Fire protection, Fire Escape, Fire Signage and Fire Fighting Equipment as per Mechanical Engineer's detail specification.



Client:

Consultant:

COUNCIL COMMENTS AMENDMENT



LLENBOSCH

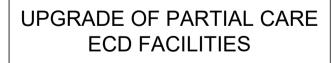
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ARCHITECTURAL

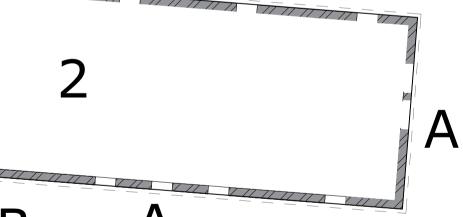
Project:



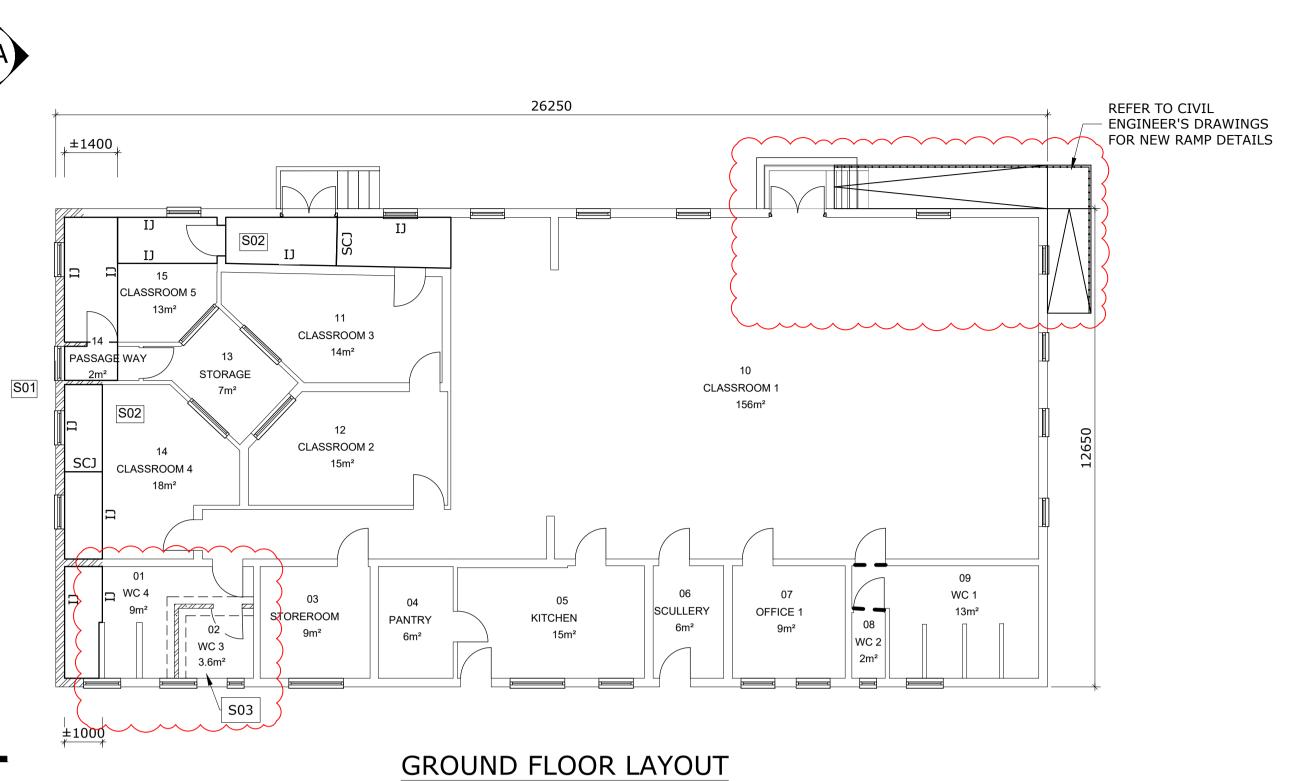
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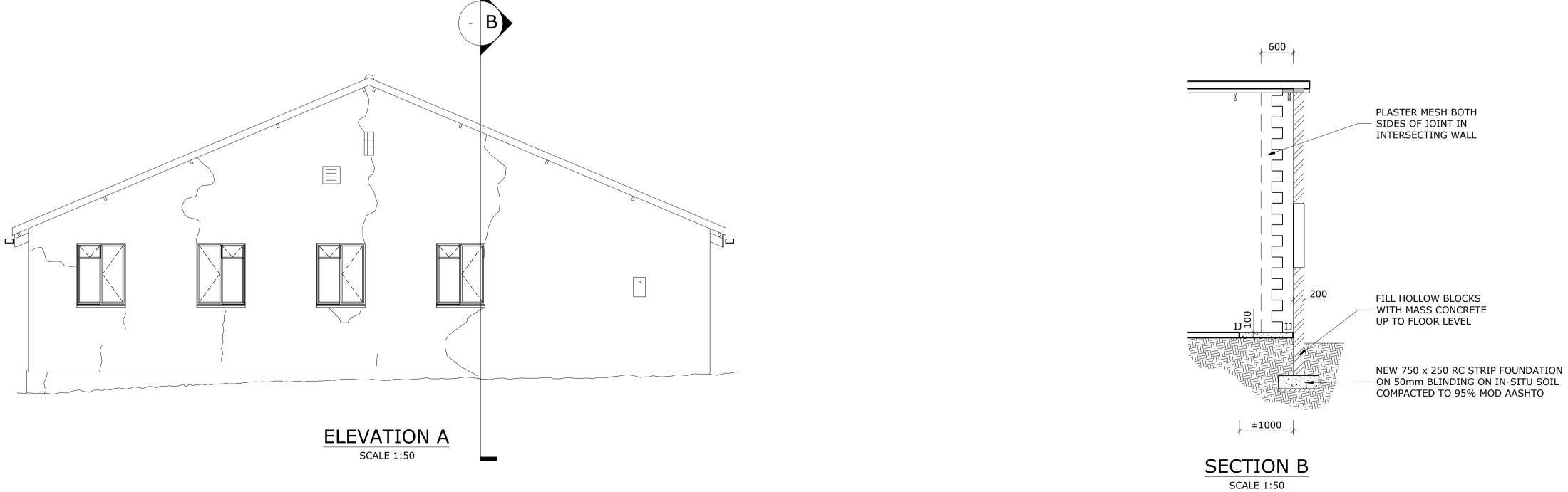
STELLCARE XA FOR WALLS AND ROOFS

//				
PR.ARC	CH 3870931	3	Client Name	
M. MAS	SYN			
Date: October 2024		Designed: HELENA RICHTER		
Size: A1			Drawn: CHANTEL CONRADIE	
Scale: AS SHOWN			Checked: MARISSA M	ASSYN
Building Occupancy: A3		y:	Climate Zone: Zor	ne 04
Stage:	4.1			
Pro	ject #:	Discipline:	Drawing #:	Rev:
671	0905S	А	400	A

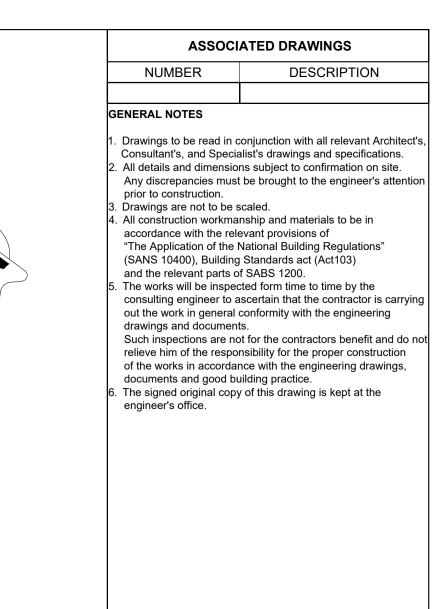


REF NO.	REPAIR DESCRIPTION
S01	Demolish entire western gable wall and reconstruct, using 200mm wide hollow concrete masonry blocks of nominal 7MPa compressive strength. Use brickforce every second course. Also remove the existing foundation, unless otherwise directed by the Engineer on site, and replace with 750 x 250 dp 30MPa strip foundation, reinforced with 3Y10 bars top and bottom and R8 stirrups at 250mm c/c.
	New gable wall to be interlocked with intersecting walls as shown and joint to be reinforced with plaster mesh on both sides of the wall. Set aside and reuse existing steel window frames and burglar bars. Weep holes, plaster and paint to Architect's specification. Make good on all other trades to Architect's or Mechanical Engineer's specifications.
S02	Cut straight joints and demolish and remove existing surface bed. Recompact existing fill using moderate compaction effort without disturbing existing foundation walls. Fill to level and cast 100mm thick 30MPa surface bed on 250µm DPC. Create isolation joints (IJ) and cut saw-cut joints (SCJ) as shown.
~~~~	Surface bed to have a smooth finish to receive new floor finish to Architect's specification. All floor joints to be repeated in the floor finish. Make good on all other trades to Architect's or Merchanical Engineer's specifications.
S03	Repeat S02, but cast 500x250 dp mass concrete strip foundations below new brick walls. New brick wall to interlock with existing walls. Make good on all other trades.









STELLENBOSCH STELLENBOSCH • PNIEL • FRANSCHHOEK MUNISIPALITEIT • UMASIPALA • MUNICIPALITY Consultant: Tel: +27(0) 861 878 252 www.csmeng.co.za STRUCTURAL

COUNCIL SUBMISSION COUNCIL SUBMISSION

AMENDMENT

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Project:

B 01-11-'24

A 17-05-'24 NO. DATE

Client:

UPGRADE OF PARTIAL CARE ECD FACILITIES Drawing Title: STELLCARE MAIN BUILDING REPAIRS Prof. Registered Signature Client Signature (De Frand PR.ENG 980354 Client Name W. BRAND Designed: WOUTER BRAND Date: November 2024 Size: Drawn: A1 HENRICO DE SWARDT Scale: Checked: AS SHOWN WOUTER BRAND Building Occupancy: A3 Climate Zone: Zone 04 Stage: 4.1 
 Project #:
 Discipline:
 Drawing #:
 Rev:

 6710905S
 S
 104
 B

COUNCIL SUBMISSION



C.01 REPAIR MANHOLES

### Defect Description

Manholes covers missing/broken, manhole benching damaged, manholes clogged with debris

#### Rectification:

Manholes to receive new polymer covers and frames (540x680mm). Qty: 4

Damaged concrete surrounds to be replaced with the installation of the new frames. Qty: 5

Damaged manhole benching to be repaired and all debris cleared from manhole. Qty: 5

C.02 CONSTRUCT CONCRETE APRONS



### Defect Description:

Missing building aprons possibly contributing to structural damages due to water ingress at foundations.

#### Rectification:

New 750mm wide, 100mm thick concrete aprons to be constructed along north-west and north-east sides of the main building with a minimum slope of 1:100 away from the building. Qty: 27.4m²

# C.03 REPLACE WATER VALVE COVER AND CLEAR DEBRIS



Defect Description: Water valve chamber is filled with debris and missing cover.

#### Rectification:

New 400x400mm polymer cover to be installed over water valve chamber and all debris to be cleaned out.



C.04 BRICKWORK AND CONCRETE

Sharp edges surrounding playground are unsafe for children

## Rectification

Broken concrete edging to be removed and replaced with new concrete. Sharp brick edges to be chamfered. Edging Length = 32m

C.05 RESHAPE EXISTING PAVING



Defect Description: Insuffiecient stormwater drainage

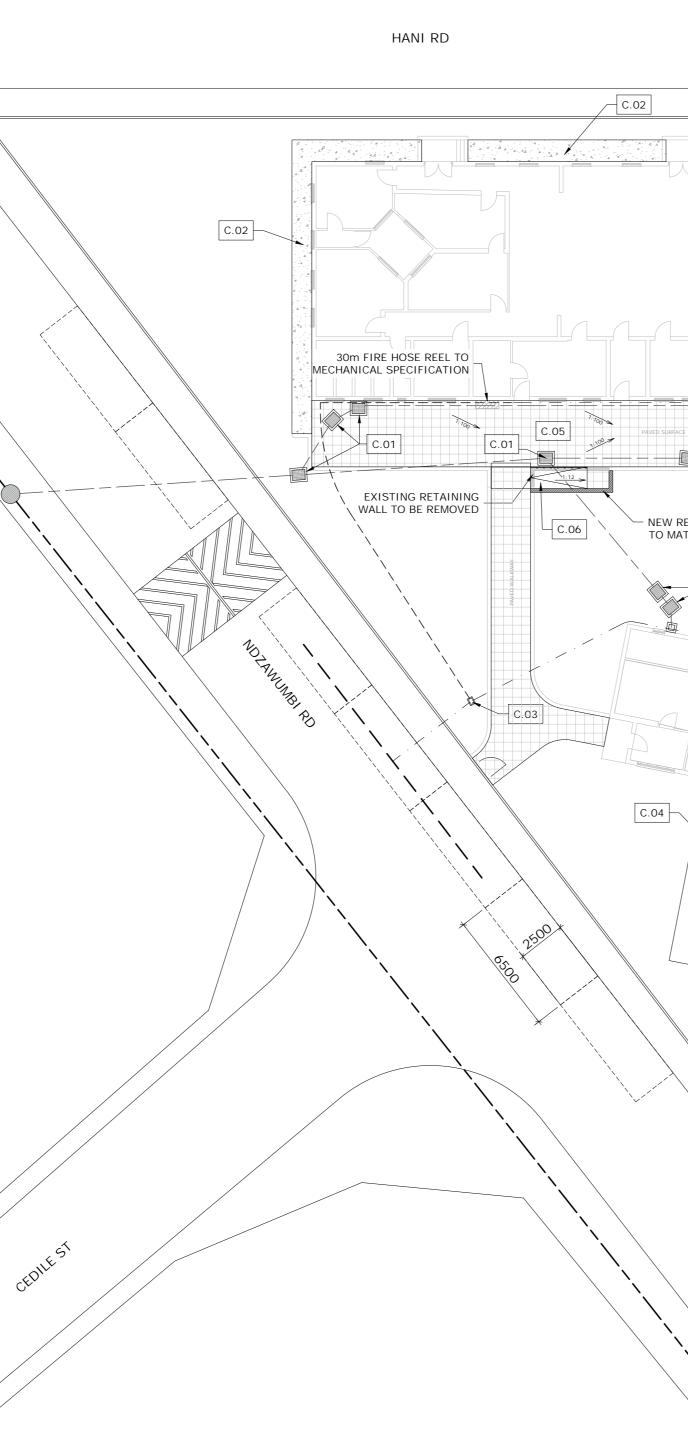
### Rectification: PAVERS TO BE RESHAPED TO ALLOW

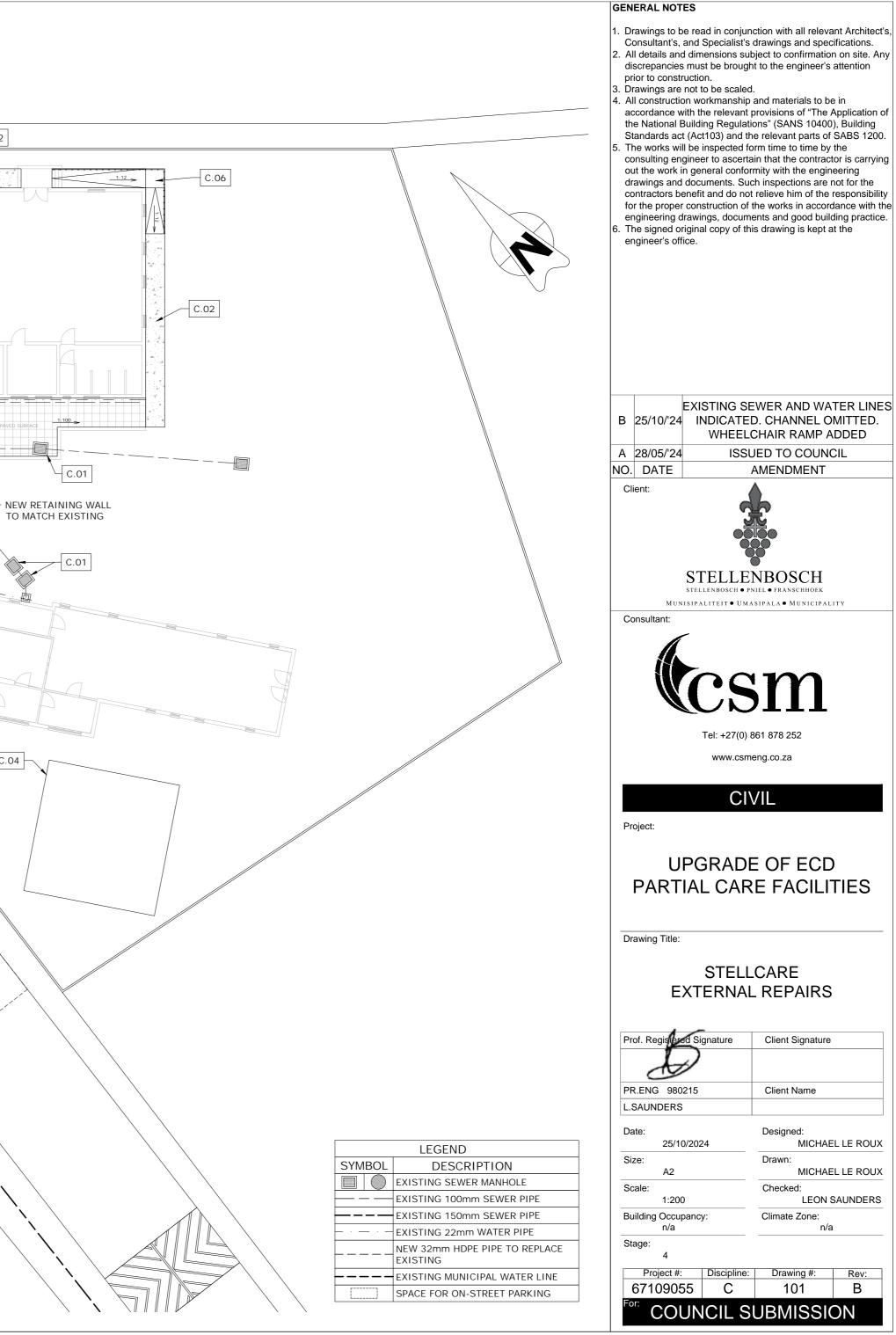
WATER TO DRAIN AWAY FROM BUILDING

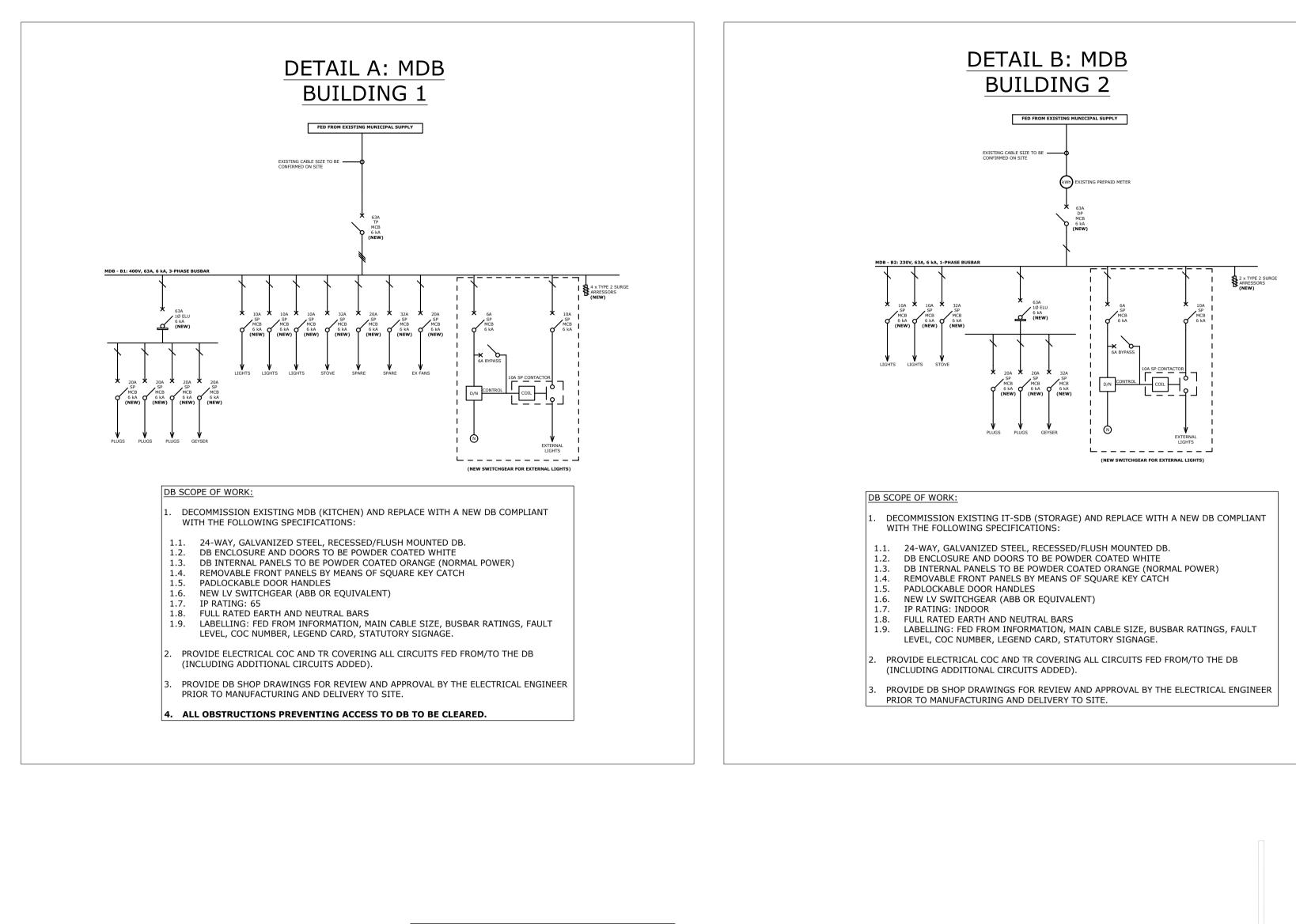
C.06 CONSTRUCT WHEELCHAIR RAMP Defect Description: Building has inadequate wheelchair

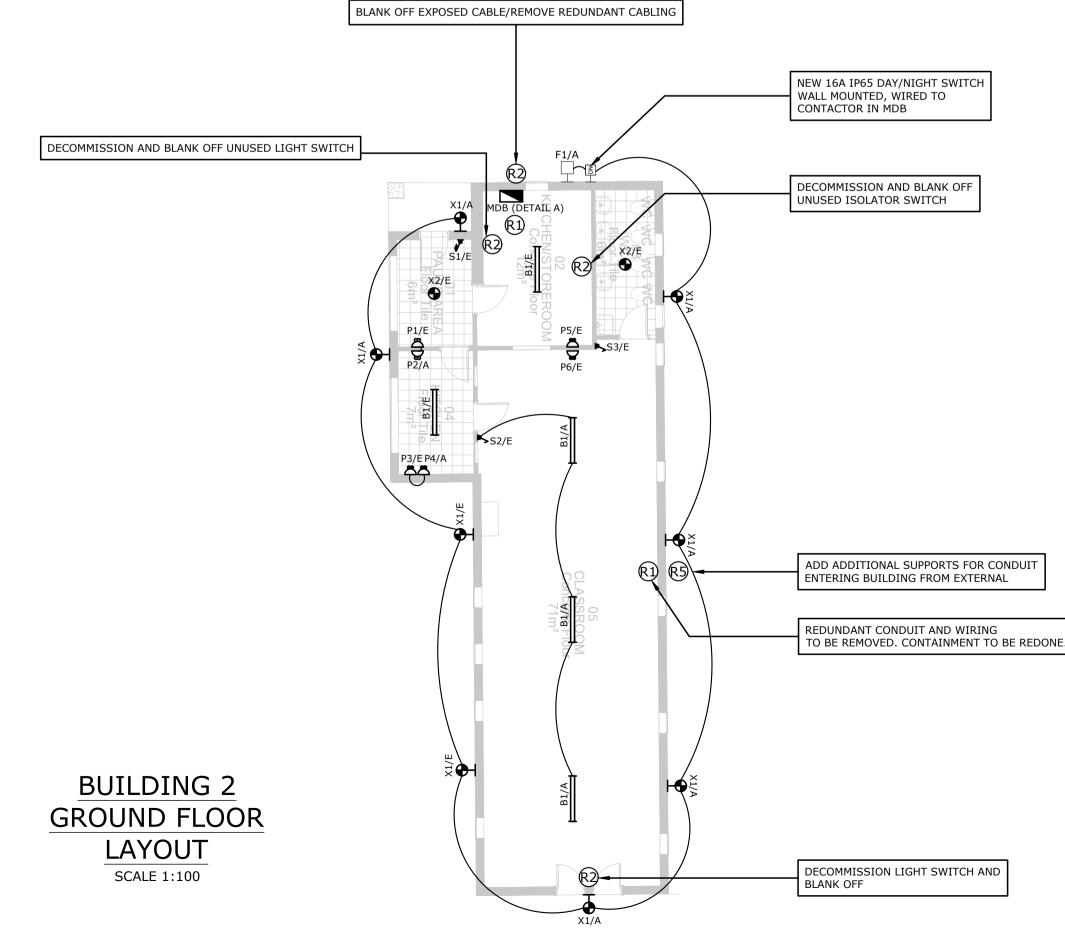
accessibility
Rectification:

Construct new wheelchair ramp with balustrades at a maximum 1:12 slope.





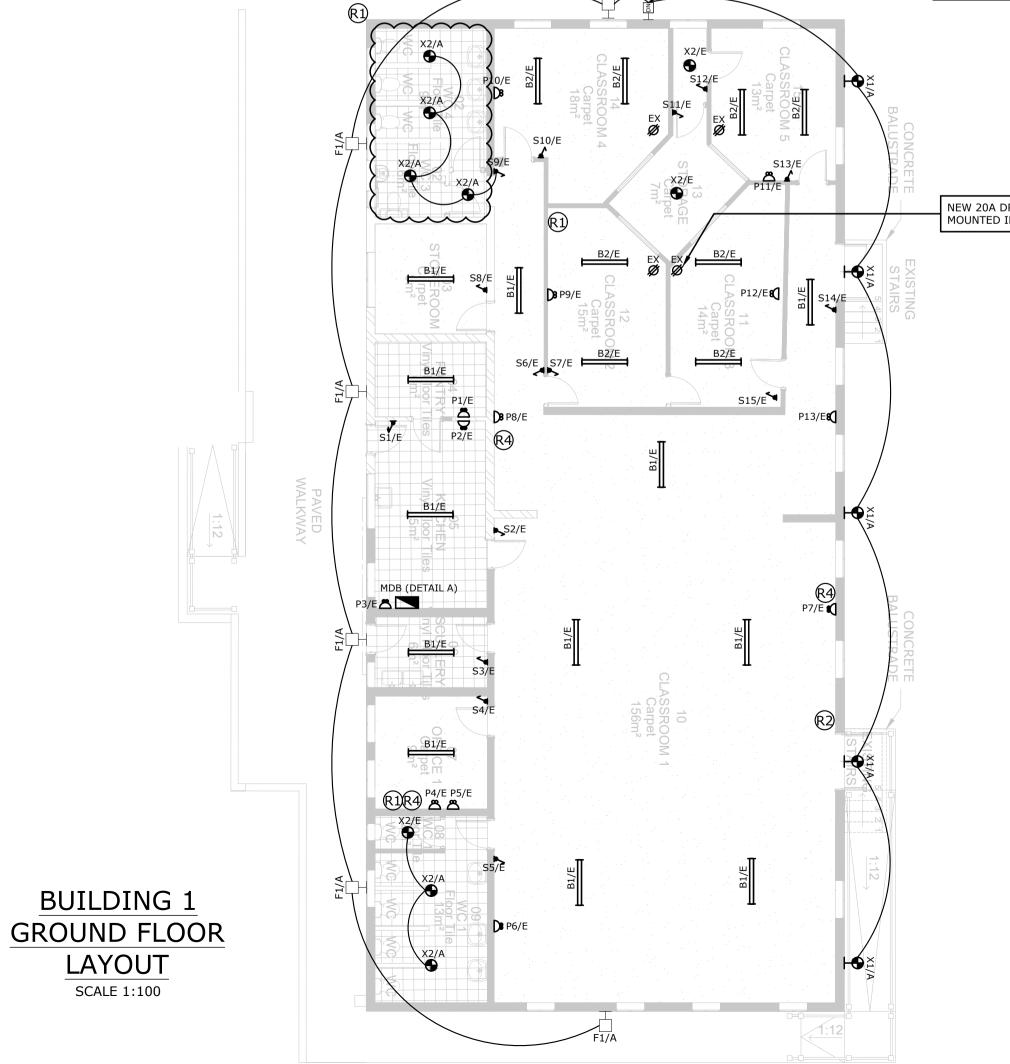




	LIGHTING LEGEND			
QTY	SYMBOL	DESCRIPTION		
16	<b>▲</b>	10A One-Lever, One Way Light Switch, Wall Recessed @ 1250mm AFFL		
1	£	10A Two-Lever, One Way Light Switch, Wall Recessed @ 1250mm AFFL		
1	*	10A Three-Lever, One Way Light Switch, Wall Recessed @ 1250mm AFFL		
13	×1 H	Vandal Proof 19W LED Bulkhead Luminaire, 2530lm, IP65, 4000K, Surface Mounted, With Wireguard (Bekabulk Or Similar Approved)		
10	×2 ⊢€	20W LED Bulkhead Luminaire, 2875lm, IP65, 4000K, Surface Mounted, UV Protected, Black Finish (Lascon Roma Or Similar Approved)		
7	⊤ □ F1	50W LED Flood Light Luminaire, 6500 lm, IP66, 4000K, High-Pressure Die-Cast Aluminium Housing, IK09, Surface Mounted With Stainless Steel Bracket And Bolts (Rubicon Chira Or Similar Approved), Complete With Vandal Steel Cage Cover		
17	B1	43W 1270mm LED Linear Luminaire, 7986 Im, Surface Mounted, Vapour Proof, IP65, IK08 Polycarbonate Protector, Grey Finish (Lascon C10-HO-43W or Similar Approved)		
8	B2	24W 1270mm LED Linear Luminaire, 4561 Im, Surface Mounted, Vapour Proof, IP65, IK08 Polycarbonate Protector, Grey Finish (Lascon C10-HE-24W or Similar Approved)		
2		Day / Night Switch, IP65, UV Protected Enclosure		
	$\frown$	Additional Wiring For Connecting New Lighting Fixtures To Existing/New Circuits		
	/A	Denotes New Electrical Fixture Installed In New Power Point/Wireway.		
	/E	Denotes Replacement of Existing Fixture With New Fixture Installed In Existing Power Point/Wireway		

	SOC	CKET OUTLET LEGEND
QTY	SYMBOL	DESCRIPTION
10	گ	16A SSO Mounted @ 300mm AFFL (SANS 164-1/2 Combination) Recessed or Surface Mounted As Applicable
9	۵	16A SSO Mounted @ 1200mm AFFL (SANS 164-1/2 Combination) Recessed Or Surface Mounted As Applicable
2		Electrical Distribution Board (To Be Refurbished As Per Detail A and Detail B Respectively)
4	Ø	DP Isolator, Mounting And Rating As Shown
250 m		25mmØ PVC Conduit, Surface Mounted, Inclusive Of All Mounting Accessories
10 m	$\oplus$	P9000 PVC Trunking Vertical Riser/Drop
	$\frown$	Additional Wiring For Connecting New Small Power Fixtures To Existing/New Circuits
	/A	Denotes New Electrical Fixture Installed In New Power Point/Wireway.
	/E	Denotes Replacement of Existing Fixture With New Fixture Installed In Existing Power Point/Wireway

:	



	REMEDIAL WORK LEGEND
SYMBOL	DESCRIPTION
R1	Removal Of Redundant Cabling, Containment and OHS Hazards.
R2	Blank Off Exposed Wiring and Live Parts
R3	Make Good Building Works Around Electrical Boxes, Switches and Fittings
R4	Cable Management/Tidy Up Cabling
R5	Install Additional Support And Fixing Brackets For Containment

#### NEW 16A IP65 DAY/NIGHT SWITCH WALL MOUNTED, WIRED TO CONTACTOR IN MDB

#### NEW 20A DP ISOLATORS FOR EXTRACTION FANS MOUNTED IN CEILING SPACE

## ELECTRICAL SPECIFICATION:

- **Scope:** Refurbishment/upgrade of the following:
- a. Lighting (Internal and External)
- Small Power (Socket Outlets and Isolators) c. LV Distribution Boards and Reticulation
- d. Cabling and Containment
- e. Earthing and Bonding

## 2. Compliance:

- The entire electrical installation must be made compliant with the latest edition of SANS 10142-1, the OHS Act 85 of 1993, local authority bylaws and the National Norms and Standards for Partial Care and must adhere to the electrical engineer's specifications.
- The Contractor must provide an Electrical Certificate of Compliance (COC) and Test Report (TR), issued by a Registered Electrician, for the entire electrical installation including all modifications and additions made to the existing installation. Each DB to be provided with a COC and TR which must cover all circuits fed.
- Earthing and Bonding: All exposed metallic elements must be bonded to earth. The earthing system must be of the TN-S type.
- Labelling: The Contractor must label all socket outlets, isolators and light switches using laser engraved aluminium tags (For e.g: **MDB CB-1**). Legend cards must be provided for each DB accurately mapping and describing circuits fed. DB cover plates to be labelled to show fed from information, cable size, and electrical ratings.
- Containment: SABS approved containment and cover plates must be used to enclose cabling and live parts of the installation. Redundant containment/conduit to be removed. Existing untidy surface mounted conduit to be redone.
- Isolation: All electrical circuits must have adequate and accessible means of isolation for maintenance purposes or in case of an emergency.
- Lighting: Existing luminaires to be replaced with new, SABS approved, LED luminaires mounted in the positions as shown on the electrical engineer's layouts. Contractor to make good building works where fittings are replaced. Prior to bulk order, datasheets and samples must be presented to the engineer for approval.
- Small Power: All socket outlets to be replaced to comply with the new dimensions of SANS 10142-1.
- Cabling: Faulty light and socket circuits to be rewired using 2.5mm² GP PVC Insulated or 3C Surfix cabling as appropriate. 4mm² cabling to be used for long circuit runs. Stove circuits to be wired using 6mm² 3C Surfix conductors. Existing redundant cabling to be removed.
- **10. Documentation:** The Contractor must provide O&M manuals, product warranties and a workmanship guarantee for the installation.

B 01/11/2024 COUNCIL COMMENTS A 15/05/2024 FOR COUNCIL SUBMISSION NO. DATE AMENDMENT Client:



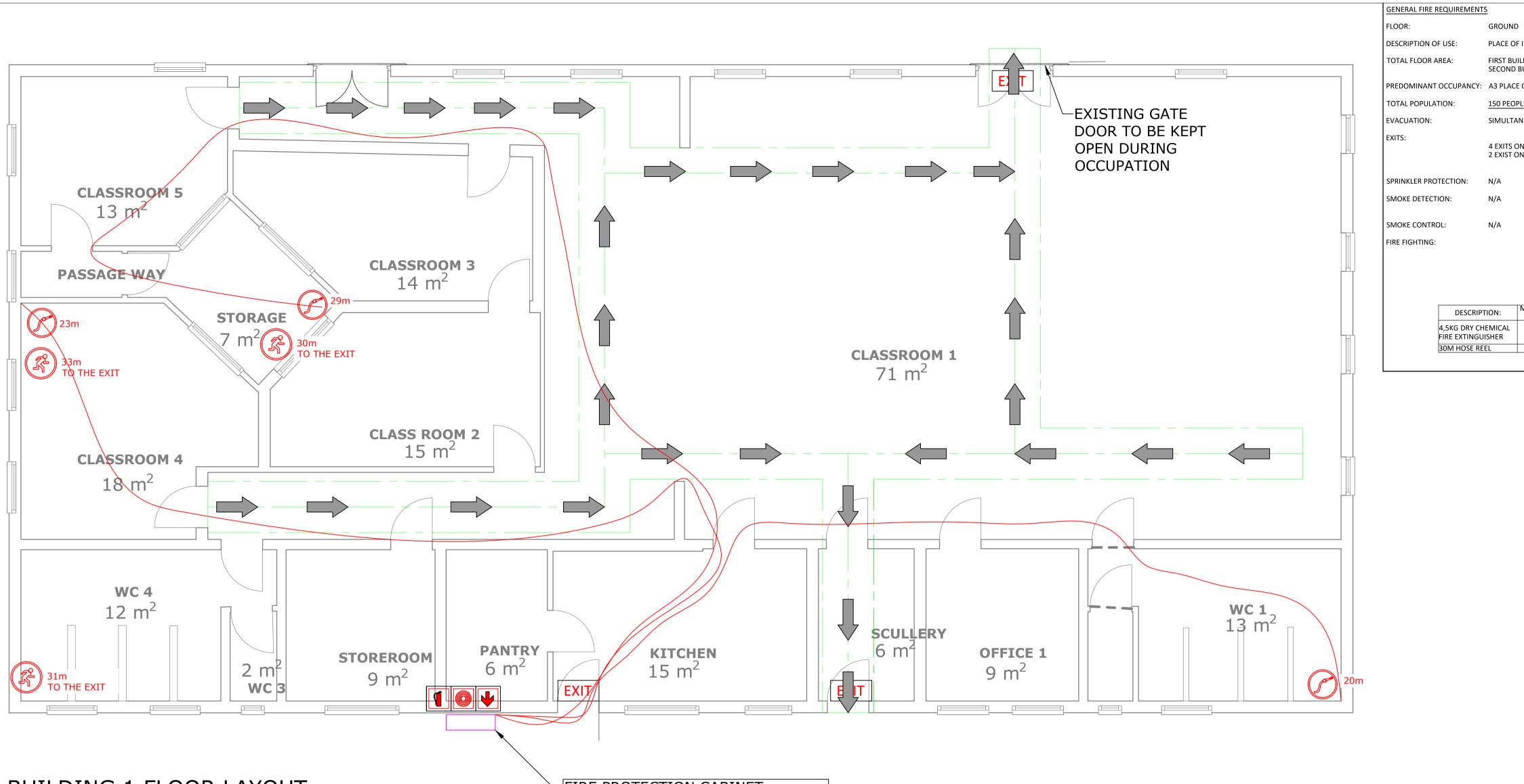


ELECTRICAL

Project:

## UPGRADE OF PARTIAL CARE ECD FACILITIES

Drawing Title:				
STELLCARE				
<b>GROUND FLOOR - ELECTRICAL</b>				
INSTALLATION				
INSTALLATION				
Prof. Registered Signature		Client Signature		
DG Strachan				
PR.TECH ENG 201170230		Client Name		
N STRACHAN				
Deter		Designed		
Date: November 2024		Designed: HENRY HEYNS		
Size:		Drawn:		
A1		HENRY HEYNS		
Scale:		Checked:		
AS SHOWN		NIEL STRACHAN		
Building Occupancy:		Climate Zone: 4		
Stage:				
4.1				
Project #:	Discipline:	Drawing #:	Rev:	
6710905S	Е	102	В	
For: COUNCIL SUBMISSION				

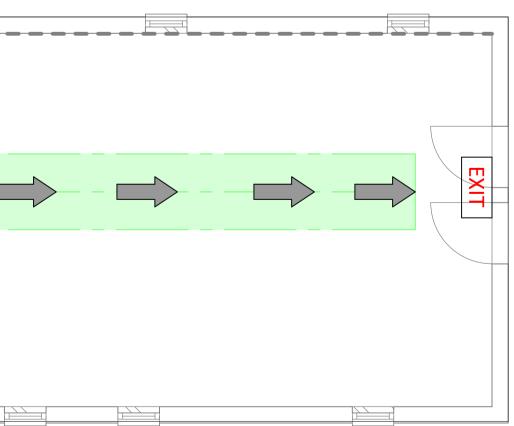


# BUILDING 1 FLOOR LAYOUT 1:50

19m TO THE EXIT **WC** 6 m² 0 KITCHEN / STOREROOM CLASSR 71 D  $12 \text{ m}^2$ Nur 20 Ζ 7 m² **PAUSE AREA** 6 m²

# BUILDING 2 FLOOR LAYOUT 1:50

# FIRE PROTECTION CABINET 1x 30M HOSE REEL 2x 4.5KG DCP FIRE EXTINGUISHERS



<u>GLASS SIGHT PRESSUR</u> <u>SHUT O</u> <u>80x25mm SABS62 MB</u> GALVANISED RE

	STANDARD FIRE PROTECTION NOTES	NOTES:
INSTRUCTION	THE PROJECT FIRE ENGINEERING DESIGN IS BASED ON SANS10400-T.	ALL ABOVE GROUND FIRE PROTECTION PIPING TO BE SABS62 MEDIUM WALL GALVANIZED STEEL.
LDING 315 M ² BUILDING 115 M ²	A. <u>DESCRIPTION OF BUILDING:</u> NATIONAL BUILDING REGULATION SECTION A21	DOOR LEGEND
OF INSTRUCTION	NATIONAL BUILDING REGULATION SECTION A21 OCCUPANCY CLASSIFICATION - A3	DOOR TAG DOOR SPECIFICATIONS OPEN DIRECTION - AS SHOWN
<u>LE</u> (ESTIMATE)	B. <u>NORMATIVE REFERENCES:</u> SANS 10400 PART A	01 DOOR RATING - SOLID TIMBER 30MIN PANIC HARDWARE - N/A CLOSING DEVICE - REQUIRED
NEOUS EVACUATION	SANS 10400 PART S SANS 10400 PART W SANS 10139	
N FIRST BUILDING N SECOND BUILDING	C. STRUCTURAL STABILITY	
	FIRE AND STRUCTURAL STABILITY RATING OF STRUCTURAL ELEMENTS TO BE MINIMUM 30 MINUTES.	
	D. <u>OCCUPANCY SEPARATION</u> N/A	STANDARD FIRE SIGNAGE LEGEND
	E. TENANCY SEPARATION	E1 🔁 🗲 E2 🧲 🔂 F1 🔶 🚺 🍥 🖡
	N/A F. FIRE STOPPING	E3 🛃 E4 EXIT 🕨 F2 🗲 🕤 🔘 두
	FIRE STOPPING OF INACCESSIBLE CONCEALED SPACES AND PROTECTION OF SERVICE SHAFTS BY BUILDER,	E5 EXIT E6 EXIT F3 F1 0 >
	BETWEEN FLOORS AND ALL FIRE RATED WALLS MINIMUM. 30 MINUTES.	E7 🚺 E8 ይ E9 ▶ F4 🖖 🗭 🎯
MIN. # BASED DESIGN ON AREA: #:	G. <u>LOCKING DEVICE</u> ANY EXIT DOOR WITH A LOCKABLE FACILITY SHALL BE PROVIDED WITH PANIC BAR IN ACCORDANCE WITH EN1125.	E10 🕂 🔁 E11 🔀 🗊 F5 🗲 두 🚳
3 3 1 1	AT NO TIME SHALL SUCH DOOR BE LOCK DURING THE USE OF THE BUILDING. SECURITY GATES SHALL BE PROVIDED	E12 R R E13 R 2 F6 F 0 >
	WITH FACILITY TO LOCK THEM IN OPEN POSITION DURING OPERATION.	
	H. <u>STATUTORY SIGNAGE</u> MARKING AND SIGNPOSTING TO BE INSTALLED IN	E15A 🛃 E15B 🛃 F8 🗲 🔘 🖡
	ACCORDANCE WITH SANS 1186 AND SANS 10114.	
	ARTIFICIAL LIGHTING PROVIDED IN ACCORDANCE WITH SANS 10400-T. LIGHTS TO ILLUMINATE AT 50LX 100MM	
	ABOVE FFL. SUCH LIGHTING TO BE PROVIDED ABOVE ALL EXIT DOORS AND ALONG ESCAPE ROUTES.	
	J. <u>FIRE HYDRANTS</u> HYDRANTS TO BE INSTALLED AT A RATE OF 1/1000M ² IN	
	ACCORDANCE WITH SANS 1128. HYDRANTS TO BE LOCATED AT NEAR FIRE ESCAPES AS INDICATED ON PLAN. HYDRANTS SHALL BE PROVIDED WITH A 30M HOSE WITH	
	COUPLING AND 16MM INTERNAL DIAMETER NOZZLE IF REQUIRED BY LOCAL AUTHORITY.	E20 💊 E21 🗲 E22 🧲 E23 👽 E24 🖨
	K. <u>FIRE HOSE REELS</u> HOSE REELS TO BE INSTALLED AT A RATE OF 1/500M ² IN	
	ACCORDANCE WITH SANS 543 AND SANS 10105, OR 30 METER REACH. WATER SUPPLY TO THE HYDRANT AND HOSE REELS TO BE DESIGNED AND INSTALLED IN	F13 🖖 🥤 F14 🔟 🞯 F15 🖖 ∓
	ACCORDANCE WITH SANS 10400 PART W AND SANS 10252	F16 <b>F</b> 17 <b>F</b> 18 <b>F</b> 18
	M. <u>FIRE EXTINGUISHERS</u> FIRE EXTINGUISHERS TO BE INSTALLED AT A RATE OF 1/200M ² IN ACCORDANCE WITH SANS 10400-T.	F19 → ¶ F20 → ◎ F21 → <b>F</b>
	N. INTERFACE	F22 <b>1 0</b> F23 <b>1 0 F</b> 24
	INITIATE FLOOR EVACUATION, FULL SIMULTANEOUS EVACUATION.	F28 <b>1</b> F29 <b>0</b> F30 <b>F</b>
	RELEASE ALL ELECTRONIC LOCKING AND DOOR HOLDING DEVICES.	F31 <b>F</b> 32 <b>F</b> 32
	ELEVATOR TO GROUND WHEN ALARM IS ACTIVATED. ALL HVAC SYSTEMS SWITCH TO OFF STATE WHEN ALARM IS ACTIVATED.	F36 芛 F37 🗲 F38 🖖
	O. SMOKE DETECTION	ASSEMBLY POINTS
	REFER TO ELECTRICAL ENGINEER'S DESIGN P. SMOKE CONTROL	ASSEMBLY POINTS
	ROOF MOUNTED VENTS- LINKED WITH FIRE SYSTEM	
	Q. <u>EVACUATION STRATEGY</u> EVACUATION TO BE SIMULTANEOUS EVACUATION.	NEAREST EXIT DISTANCE TO NEAREST EXIT
	R. <u>FIRE CABINETS</u> CABINET DOORS LOCKING CAPABILITY - PROHIBITED	A 31-10-2024 issued for council NO. DATE AMENDMENT
	S. <u>SIGNAGE</u> SIGNAGE DIMENSIONS TO ALL BE 200x200 IN ACCORDANCE	
	WITH SANS 10114-2 WITH RESPECT TO VIEWING DISTANCES. ALL SIGNAGE IS INDICATED ON THE DRAWING IN THE	
	DIRECTION OF INSTALLATION.	
		-
		MECHANICAL
		Project:
		UPGRADE OF ECD
		PARTIAL CARE
		FACILITIES
		STELLCARE FIRE PROTECTION
		LAYOUT
		Prof. Registered Signature Client Signature
F	1000	(IN Threfiga
	30M FIRE HOSE REEL INSTALLED AT	T THENGA Client Name 2018300205
	1500mm ABOVE FINISHED FLOOR LEVEL COMPLETE WITH NOZZLE AND C.P VALVE MANUFACTURED IN	Date: Designed:
SURE GAUGE	ACCORDANCE WITH RELEVANT SANS SPECIFICATIONS	31-10-2024     L MHLAMBI       Size:     Drawn:       A1     L MHLAMBI
T OFF VALVE	MINIMUM NB25 SABS62 MEDIUM	A1 L MHLAMBI Scale: Checked: As Indicated T THENGA
MEDIUM WALL	WALL GALVANISED STEEL PIPING TO BE CONNECTED TO HOSE REEL	As Indicated T THENGA Building Occupancy: Climate Zone: A3
D REDUCING TEE	2x 4,5kg DRY CHEMICAL FIRE EXTINGUISHER WITH REFLECTIVE BACKING	AS         E           Stage:         Sheet No:           04         1 of 1
		Project #:         Discipline:         Drawing #:         Rev:           6710905S         M         S502         A
TYPICAL S	HAFT SECTION FOR FIRE HOSE	For: COUNCIL
	REEL INSTALLATION N.T.S	