

**APPOINTMENT OF A QUALIFIED SERVICE PROVIDER, GRADE 5EB OR HIGHER FOR THE
SUPPLY AND INSTALLATION OF LIGHT FIXTURES AT PRETORIA RECEIVER OF REVENUE.**

Health and safety

Without limiting the generality of the provisions of clause 2.0, the **contractor's** attention is drawn to the provisions of Construction Regulations issued in terms of the Occupational Health and Safety Act, 1993. It is specifically stated that the **employer** shall prepare a documented health and safety specification for the **works** 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 price opposite this item for compliance with the act and the regulations and the provisions of the aforementioned health and safety specification:

The **contractor** shall:

1. Comply to all OHS requirements stipulated in the Occupational Health and Safety Act 85 of 1993 (Construction Regulations)
2. Comply with the health and safety specification for the **works**
3. Prepare and agree with the health and safety consultant the health and safety plan for the **works**
4. Co-operate with the health and safety consultant in all respect
5. Manage the compliance of all subcontractors with the regulations and with the health and safety plan and specification
6. Conform to the conditions contained in the **employer's** safety specification

On appointing any other contractor, in order to ensure compliance with the provisions of the Act:

- Provide contractors who are tendering to perform construction work for the principal contractor, with the relevant sections of the health and safety specifications contemplated pertaining to the construction work which has to be performed
- Make sufficient provision for health and safety measures during the construction process
- 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.
- Ensure all OHS required legislation is in place prior to work commencing.

Documentation to be provided by the contractor for tender purposes:

- Documented Health and Safety Plan (must be site specific and related to the scope of work and signed by CEO/Owner)
- Letter of Good Standing with the Compensation Commissioner

Once the contract is awarded, the winning bidder must submit a Health and Safety File with all the relevant documentation related to the project which will be reviewed and only if file is approved work may commence:

Contractor General Requirements
Compensation Commissioner Letter of Good Standing

Public Liability Insurance Cover (Appropriate to contract value)
Signed Section 37(2) Agreement between Client and Contractor
Notification Letter to Department of Labour
Contractor Agreement (CR7(1)(c)(v))
Health and Safety Specifications
OHS Act & Construction Regulations
Clients Health and Safety Specifications
Legal Requirements
Occupational Health, Safety & Environmental Policy (must include COVID-19)
Environmental Management Plan (include waste management which must be signed)
Safety, Health, Environmental; Quality (SHEQ) and Management Policy Statement
Fall Protection Plan
Documented Health and Safety Plan (must be site specific and related to the scope of work and signed by CEO/Owner)
Substance Abuse Policy
HIV and AIDS Policy
Waste Management Plan
Site Specific SHE Risk Assessment addressing hazards and risks associated with the project (to include environmental aspects and impacts)
Safe Work Procedures and Method Statements (as referenced in HSE Plan)
P.P.E Policy
Site Emergency Procedures
Staff Documents
Company Profile
Current Staff List for Project with ID numbers and position listed)
Company Organogram reporting structure & Site team organogram
Clear Copies of ID's
Medical Fitness Certificates - worker fitness to work at elevations & records. Certificate of Fitness from an Occupational Medical Practitioner.
Training Records
Induction
Health & Safety communication (Toolbox talks / Safety meetings)
Proof of Competence: Qualifications / Registrations / Licenses / Certificates
Inspection Registers / Checklists
Personal Protective Equipment (PPE) Issue Register
Hand Tool Register
Portable electrical equipment register / checklist
Electrical Power Tools Inspection Checklist
Other Electrical Equipment
Ladder Register
Fire Fighting Equipment Inspection Register
First Aid Box Inspection Register
Housekeeping Register
Daily site vehicle Inspection Checklist/Plant Inspection Schedule
Stacking & Storage Register
Safety harness Register (only if used)

Scaffold Register (only if used)
Hoarding Register
Safety Representative monthly checklist
Legal Appointment Letters (competence certificates must be submitted with the appointment)
Delegation of Duties - Section 16(2)
Environmental Management Representative
Health and Safety Representatives as per OHS Act Section 17(1)
Construction Manager CR8(1)
Construction Supervisor CR8(7)
Assistant Construction Supervisor CR8(8)
Construction Health and Safety Officer 8 (5)
Accident and Incident Investigator as per GAR 9 (2)
First Aiders Appointment
Fire Fighter Appointment
Fire Equipment Inspector
Issue of Personal Protective Equipment
Fall Protection Plan Developer (including competency certificate) CR8(1)(a)
Ladder Inspector
Portable Electrical Equipment Inspector (CR24(e))
Risk Assessor - Construction Regulation 9(1)
Electrical Installation Supervisor
Emergency Coordinator (CR25 and CR29)
Supervisor of work, plant and machinery as per OHS Act Section 8(2)(i)
Stacking and Storage Supervisor GR8
Emergency Preparedness
Emergency Telephone numbers
Incident/Accident Management
Incident Documentation (i.e. blank forms W.Cl.1, W.Cl.2, Annexure 1)
Incident Reporting Procedures
Recording and Investigation of Incidents
Accident/Incident Statement Form
Accident/Incident Near Miss Statement Form
Other Documentation
List of Equipment/tools to be used
Bill of Quantity
Site Plans - updated
Electrical Installation,
Valid Registration Certificate of Compliance as an electrical contractor with Department of Labour (Reg. 7(1) Certificate of Compliance
Notification Letter to Department of Labour – Notice of Commencement of Installation Work (Regulation 8(1) of the Electrical Installation Regulations, 2009
Sub-Contractors if appointed
Internal Employee induction (focusing on specialist work, specific tasks, risk assessments related to these tasks, methods to be used and general site safety)
Letter of appointment from Principal Contractor

Registers and topics
Sub-contractor must also provide safety file with all the relevant documentation