	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION	
Johannesburg Water	PROJECT NUMBER:	JW OPS 024/23
	PROJECT LOCATION:	FFENNELL ROAD DEPOT (FLOW LAB)
	PROJECT DESCR:	SUPPLY, INSTALLATION AND COMMISSIONING OF A GRAVIMETRIC FLOW METER TEST BENCH AT FLOW LABORATORY (FENNELL ROAD DEPOT) FOR A PERIOD OF THIRTY SIX (36) MONTHS

ANNEXURE 1:

BASELINE RISK ASSESSMENT

Johannesburg Water	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION	
	PROJECT NUMBER:	JW OPS 024/23
	PROJECT LOCATION:	FFENNELL ROAD DEPOT (FLOW LAB)
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ANNEXURE 2:

MEDICAL SCREENING POLICY

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION	
Johannesburg Water	PROJECT NUMBER:	JW OPS 024/23
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ANNEXURE 3: ENVIRONMENTAL MANAGEMENT PLAN

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION	
Johannesburg Water	PROJECT NUMBER:	JW OPS 024/23
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ANNEXURE 4:

JW 6.4 (RETURNABLE ANNEXURE A)

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION	
Johannesburg Water	PROJECT NUMBER:	JW OPS 024/23
	PROJECT LOCATION:	FFENNELL ROAD DEPOT (FLOW LAB)
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ANNEXURE 5:

SIGN OFF FORM

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION	
Johannesburg Water	TENDER NUMBER:	JW OPS 024/23
	PROJECT LOCATION:	FFENNELL ROAD DEPOT (FLOW LAB)
	PROJECT DESCRIPTION:	SUPPLY, INSTALLATION AND COMMISSIONING OF A GRAVIMETRIC FLOW METER TEST BENCH AT FLOW LABORATORY (FENNELL ROAD DEPOT) FOR A PERIOD OF THIRTY SIX (36) MONTHS

Returnable Annexure A: Acknowledgement of SHE Specification & Annexures

DECLARATION BY CONTRACTOR

I, the undersigned, and representing the tenderer as indicated hereby acknowledge that I have obtained copies of the following listed documentation and confirm that I fully understand the contents thereof and confirm compliance thereto in the event of being successful:

- OHS Specification (Volume 2)
- Annexure 1: Baseline Risk Assessment
- Annexure 2: Medical Screening Policy
- Annexure 3: Sign off form
- Annexure 4: Environmental Management Plan

We furthermore commit to:

- Comply with all applicable SHE related legal and other requirements.
- Inform all staff of their role in managing environmental impacts and safety hazards on site.

Signed at …… on this …….. Day of …… 20……..

Name of tenderer	
Name of Authorized person	
Authorized Signature*	

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION: BASELINE RISK ASSESSMENT	
Johannesburg Water	PROJECT NUMBER:	JW OPS 024/23
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BASELINE RISK ASSESSMENT

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION: BASELINE RISK ASSESSMENT	
Johannesburg Water	PROJECT NUMBER:	JW OPS 024/23
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ACTIVITY: TRANSPORTATION OF MATERIALS TO SITE

Task	Hazard	Risk	Consequence	Rating	Controls
Transportation of material to site	✓ Unsafe road conditions ✓ Un-road worthy vehicles ✓ Equipment and material not safely secured ✓ Incompetent drivers ✓ Driving under the influence of alcohol ✓ Inclement weather ✓ Speeding ✓ Slippery road	✓ Overturning vehicles ✓ Vehicle collisions ✓ Bumping pedestrians / employees	✓ Injuries ✓ Property damages ✓ Third party liability	**M**	✓ Adherence to the speed limit ✓ Only competent/ authorised drivers should operate the vehicle ✓ Inspection of vehicles ✓ Equipment and material to be properly secured ✓ Alcohol testing to be done ✓ The road to be paved to prevent accidents ✓ Traffic control to be implemented to avoid collisions
Offloading of material	✓ Faulty lifting machinery & equipment ✓ Suspended load ✓ Poor housekeeping	✓ Malfunctioning ✓ Falling on employees ✓ Obstructed walkways by materials	✓ Injuries	**M**	✓ Inspect lifting equipment prior to use. ✓ Ensure the safe working load prior to use ✓ Train the employees in manual lifting ✓ Ensure proper housekeeping ✓ The correct PPE must be worn ✓ Designate the stacking areas and put signs ✓ Stacking and storage inspector must be appointed and in charge

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION: BASELINE RISK ASSESSMENT	
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ACTIVITY: SITE ESTABLISHMENT

Task	Hazard	Risk	Consequence	Rating	Controls
Site establishment	✓ Sharp objects/ wires ✓ Uneven surface ✓ Faulty connection ✓ Poor ergonomics ✓ Falling objects ✓ Inadequate security services ✓ Not enough welfare facilities e.g. toilets, change rooms and lockers	✓ Cuts ✓ Slips and trips ✓ Damage to services ✓ Using the environment as ablution facilities	✓ Injuries ✓ Back strains and injuries ✓ Crime, theft, fights ✓ Contracting of communicable diseases ✓ Soil, water pollution	**M**	✓ Supervisors to plan during site set up and induct employees ✓ A competent electrician must be appointed to connect electrical wires to the site offices and Distribution Board. ✓ Ensure there are welfare facilities on site for health and hygiene purposes ✓ Awareness on hygiene and use of ablution facilities ✓ Detailed Risk Assessment must be drawn before any work commences on site.
Installing containers	✓ Using lifting equipment ✓ Faulty equipment ✓ Faulty slings / chains	✓ Wind ✓ Incompetent personnel ✓ Heavy load ✓ Failing of lifting equipment	✓ Serious injuries ✓ Property damage	**H**	✓ Check wind speed prior to using the crane. ✓ Inspect the crane, slings and chains before use. ✓ Load test the crane before use ✓ Only carry loads certified to be carried by the crane

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION: BASELINE RISK ASSESSMENT	
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Electrical installation	✓ Electricity ✓ Incompetent personnel ✓ Wrong tools ✓ Damaged cables	✓ Contact with live electricity ✓ Incompetent person connecting electricity ✓ Electric shocks	✓ Electrocution ✓ Serious injuries	**H**	✓ Follow lock out procedure ✓ Ensure that equipment are earthed to an approved earthing point ✓ Ensure a zero potential test is performed for electricity is isolated ✓ Inspect all tools ✓ Use correct tools for the job ✓ Appoint a competent electrician/ technician ✓ Wear task specific PPE ✓ Ensure that there are no exposed wires on the cables
Entry and exit	✓ No access control	✓ Unauthorised entry into the construction site	✓ Injuries ✓ Theft	**M**	✓ Appoint a full time, registered security guard on site
Stacking and storage	✓ Unsafe stacks of materials or pallets	✓ Falling of pallets and material on employees	✓ Injuries ✓ Property damage	**H**	✓ Supervision of all stacking of materials on site ✓ Materials of same base and heights stacked together ✓ Barricade the stacking area ✓ Unsafe stacks to be removed immediately ✓ Never stack materials during knocking off time or late at night

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ACTIVITY: MECHANICAL LIFTING

Task	Hazard	Risk	Consequence	Rating	Controls
Lifting using a crane	✓ Overhead lines	✓ Contact with crane	✓ Electrocution ✓ Property damages	**H**	✓ All lifting activities to be planned at least 2m away from overhead lines ✓ Obtain wayleaves from Eskom ✓ Appoint ORHVS
	✓ Wind / Unfavourable weather	✓ Deflection ✓ Loss of control	✓ Injuries ✓ Property damages	**H**	✓ Do not use during unfavourable weather conditions
	✓ Incompetent operator	✓ Loss of control ✓ Hitting structures and people	✓ Injuries ✓ Property damages	**H**	✓ Only trained and competent operators many operate the crane
	✓ Overloading	✓ Collapse of material	✓ Injuries ✓ Property damages	**H**	✓ Display safe working load on the crane
	✓ Faulty crane	✓ Malfunctioning	✓ Injuries ✓ Property damages	**H**	✓ Cranes to be inspected by competent persons prior to being used ✓ All faulty cranes to be tagged and locked out

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ACTIVITY: MECHANICAL WORKS

Task	Hazard	Risk	Consequence	Rating	Controls
Installation of gravimetric flow meter test bench	Heavy bench	Falling	✓ Injuries ✓ Property damages	**M**	✓ Use proper lifting equipment ✓ Ensure that only the relevant people are in the work area. ✓ Ensure that lifting equipment is load tested. ✓ Only competent personnel to undertake this task
	Small entrance	✓ Bumping against walls	✓ Injuries ✓ Damages	**L**	✓ Ensure that the roller door is opened for easy entrance / access
Install gravimetric flow meter test bench	Lifting equipment	✓ No SWL displayed ✓ Faulty equipment ✓ Employees standing around	✓ Serious injuries Property damages	**M**	✓ Load testing of lifting equipment ✓ Inspection of lifting tackle and equipment prior to use ✓ Display SWL ✓ Only competent people to operate the lifting equipment ✓ Access control to the lifting area
Cutting and drilling	✓ Drilling ✓ Drill bit ✓ Drill sharp metal fibres ✓ High Noise Levels ✓ Cutting Grinder/Disc	✓ Vibration ✓ Cutting edges ✓ Eye penetration ✓ Finger cuts ✓ Expose to high noise level area	✓ Damaged hearing ✓ Carpal tunnel syndrome ✓ Cuts/ injuries	**M**	✓ Use hearing protection when exposed to excessive noise levels (greater than 85 dB over an 8-hour work period) ✓ Assess noise level with sound level meter if possibility exists that level may exceed 85dB.

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		✓ Uncontrolled disc ✓ Electrical equipment failure ✓ Sharp window edges	✓ Eye irritation / blindness ✓ Injuries ✓ Eye injuries		✓ Rotate drilling tasks to minimize worker exposure to equipment vibration. ✓ Use right size of a drill to drill different layers of the ground ✓ Assess manual guide carefully to ensure correct usage of portable electrical devices.
Welding	✓ Fumes	✓ Inhalation	✓ Respiratory problems	**M**	✓ Wear respiratory protection
	✓ Sparks	✓ Contact with skin	✓ Skin burns	**L**	✓ Personal Protective Equipment to include face, eye and skin protection
	✓ Sparks	✓ Fire	✓ Damage to property ✓ Fatalities	**H**	✓ Provide fire extinguisher ✓ Provide screens ✓ Remove all sources of combustion and hazardous chemicals from welding area
	✓ Welding arc	✓ Starring welding arc	✓ Eye irritation	**L**	✓ Safety goggles to be worn
Using a generator	✓ Fuel spillages	✓ Slips, trips, falls	✓ Injuries	**L**	✓ Prevent spillages ✓ Use drip trays ✓ Use funnels for fueling

		✓ Fire	✓ Injuries	**M**	✓ No smoking allowed near the generator
	✓ Diesel fumes	✓ Inhalation	✓ Respiratory problems	**L**	✓ Provide employees with respirators
		✓ Skin contact	✓ Skin irritation	**L**	✓ Provide employees with gloves, safety boots and overalls
	✓ Running engine	✓ Explosion	✓ Injuries	**M**	✓ Switch engine off before refueling and make sure fuel cap is replaced. ✓ No smoking allowed near the generator
Running the engine	✓ Noise	✓ Over-exposure	✓ Noise-induced hearing loss	**M**	✓ Provide employees with hearing protection ✓ Provide rest periods for employees
	✓ Vibration	✓ Over exposure	✓ Raynaud's Syndrome	**L**	✓ Provide employees with vibration gloves. ✓ Rotate employees or provide rest periods.
	✓ Fumes	✓ Inhalation	✓ Respiratory problems	**L**	✓ Provide employees with respirators ✓ Never use indoors

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ACTIVITY: ELECTRICAL WORKS

Task	Hazard	Risk	Consequence	Rating	Controls
Electrical works	✓ Work on electrical equipment with high-V or other stored energy (cables, trays, electrical outlets, breakers)	✓ Electric shock ; ✓ Arc flash; ✓ Flying objects; ✓ High-temperatures	✓ Serious injuries ✓ Fires	**H**	✓ Good housekeeping. ✓ Implement lockout system ✓ Use equipment only according to manufacturer's requirements: ✓ Avoid energized electrical work when possible. ✓ Use sufficient lighting during work. ✓ Use safety screen/ gloves /mats/goggles and/or glasses accordingly
	✓ Working at wet areas	✓ Electric shock	✓ Serious injuries / fatalities	**H**	✓ Avoid doing electrical work at wet areas ✓ Ensure that cables are protected from wet surfaces
	✓ Live electric cables	✓ Electric Shock	✓ Serious injuries	**H**	✓ Ensure that electricity supply is switched off during installation. ✓ Implement lockout procedures
	✓ Inadequate wiring	✓ Electric fault ✓ Fire	✓ Serious injuries ✓ Property damages	**H**	✓ Only competent persons to do the electrical work
	✓ Use of faulty cables	✓ Fire ignition	✓ Burns/ damages	**M**	✓ Visual inspection of cable before use
	✓ Cables lying around	✓ Trip and falls	✓ Injuries	**L**	✓ Proper housekeeping ✓ Cables to be kept neatly in cable racks

RISK ASSESSMENT MATRIX

	OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION: BASELINE RISK ASSESSMENT	
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Likelihood	**Consequences**				
	Insignificant (minor problem easily handled by normal day to day processes	Minor (Some disruption possible e.g.,damage equal to R150k	Moderate (significant time / resources required. E.g., damage equal to R500k	Major (Operations severely damaged. E.g., damages equal to R1m	Catastrophic (business survival is at risk. Damage equal to R5m – 10m
Almost certain (90% chance)	High	High	Extreme	Extreme	Extreme
Likely (between 50-90%)	Moderate	High	High	Extreme	Extreme
Moderate (between 10-50%)	Low	Moderate	High	Extreme	Extreme
Unlikely (between 3-10%)	Low	Low	Moderate	High	Extreme
Rare (<3%)	Low	Low	Moderate	High	High

JOHANNESBURG WATER (SOC) LTD

MEDICAL SCREENING POLICY

JW OPS 024/23: SUPPLY, INSTALLATION AND COMMISSIONING OF A GRAVIMETRIC FLOW METER TEST BENCH AT FLOW LABORATORY (FENNELL ROAD DEPOT) FOR A PERIOD OF THIRTY SIX (36) MONTHS

NOTICE

It is the Contractor's responsibility to ensure that medical surveillance requirements specified in the Occupational Health and Safety Act (85/1993) and Regulations and any other applicable legal and Johannesburg Water's requirements are fully complied with.

This document is meant to facilitate the Contractor's compliance to applicable requirements and does not replace the applicable legal requirements.

This document may be revised at any time to include applicable legal requirements not currently included that may come to the attention of Johannesburg Water in future. The Contractor will accordingly be responsible to comply with the revised requirements as might be necessary.

Where methods to ensure legal compliance have been specified in this document, Contractors may submit alternative detailed method statements for consideration and approval by Johannesburg Water. Johannesburg Water may, at its sole discretion, reject or accept such alternative methods.

1 PURPOSE OF THE MEDICAL SURVEILLANCE REQUIREMENTS PROCEDURE

The purpose of this Medical Surveillance Requirements Procedure is to facilitate the achievement of legal compliance relating to medical surveillance by all Consultants, Contractors, Subcontractors and suppliers that will be working on the Johannesburg Water project and to ensure that employees are fit to work in the roles that they have been employed to execute and remain so for their duration on the project site.

This document represents the minimum requirements for medical surveillance and does not replace applicable legal requirements.

2 MEDICAL SURVEILLANCE OBJECTIVES

The Johannesburg Water main objectives for medical surveillance are:

a) To ensure compliance with all applicable medical surveillance legal requirements.
b) To ensure compliance with all Johannesburg Water's requirements regarding medical surveillance.
c) To ensure that employees are fit to execute the work for which they have been employed.
d) To prevent employees from acquiring occupational diseases or illnesses.
e) To ensure early detection and treatment of occupational diseases and to prevent the aggravation of existing medical conditions.
f) To ensure that employees on departure from the project have not contracted any occupational diseases and to enable any such condition that arises to be suitably addressed.

All contractors are required to demonstrate total commitment towards the achievement of these objectives.

3 GENERAL REQUIREMENTS

3.1 The Principal Contractor shall ensure that a medical surveillance programme is implemented for all employees.

3.2 An initial health evaluation shall be carried out by an occupational health practitioner immediately after a person commences employment, where any exposure exists or may exist, which comprises:

- an evaluation of the employees medical and occupational history;
- a physical examination; and
- any other essential examination which in the opinion of the occupational health practitioner is desirable in order to enable the practitioner to do a proper evaluation.

3.3 Medical surveillance & Immunization shall be done accredited institutions or occupational health doctor, including, but not limited to:

a) Audiograms.
b) A cardio-respiratory examination, including full size chest x-rays (***If lung function tests are abnormal)***
c) Lung function tests.
d) Eye/ sight tests.
e) A general physical examination.
f) A review of previous medical history.
g) Blood pressure tests
h) Glucose tests

Copies of all medical certificates shall be submitted to the Johannesburg Water Project Specialist or Appointed OHS Agent to prior to site establishment and before an employee is allowed to come onto site.

Specific attention shall be given to the physical and psychological fitness of people who will be required to work in elevated positions and operators of mobile machinery.

An exit medical certificate shall be obtained for all workers at the end of the contract and for all workers who leave the employment of the Contractor before the end of the Project. Copies of all

exit medical certificates shall be submitted to the Johannesburg Water Project Specialist or Appointed OHS Agent.

Medical surveillance shall address all occupational health risks to which the employee is exposed, identified through the risk assessment referred to in section 4 below.

Retention monies will be withheld if the exit medical is not complete for all employees.

The cost of all medical examinations will be borne by the Contractor as provision is made on the bill of quantities.

4 OCCUPATIONAL HEALTH RISK ASSESSMENT

4.1 The Contractor shall conduct an occupational health risk assessment prior to site establishment.

4.2 The Contractor shall ensure that, as far as is reasonably practicable, ergonomic related hazards are analyzed, evaluated and addressed in the risk assessment.

4.3 The methodology used by the contractor to assess occupational health risks associated with their activities shall be submitted to Johannesburg Water for approval by the Johannesburg Water Project Specialist or Appointed OHS Agent prior to site establishment. The methodology should take the following into consideration, among others:

a) Legal requirements.
b) Normal activities undertaken by the contractor.
c) Abnormal situations (e.g. unanticipated breakdown of equipment etc).
d) Emergency situations (e.g. fires, exposure to chemicals).
e) Changes in work procedures and methods.
f) Previous experience.

4.4 A risk register that will include the following shall be submitted to the Johannesburg Water Project Specialist or Appointed OHS Agent before site establishment.

a) All occupational health risks identified during the occupational health risk assessment.
b) A list of the occupational health risks that have been identified as being significant.

c) Reference to the method statements, measures or procedures that will be followed to either eliminate or reduce the significant risks to tolerable levels.

4.5 The Contractor shall, in writing, clearly explain how each occupational health risk assessed to be significant will be addressed to eliminate or reduce it to a tolerable level and submit it for approval by the Johannesburg Water Project Specialist or Appointed OHS Agent before site establishment. This may be through method statements or written operational control procedures. Associated responsibilities and authorities shall be clearly defined. All method statements shall reflect at least:

a) When the activities relating to the method statement will be conducted (timing).
b) Materials to be used.
c) Equipment and staffing requirements.
d) The proposed construction procedure designed to implement the relevant requirements.
e) The system to be implemented to ensure compliance with the method statement.
f) Any other information deemed to be necessary by the Johannesburg Water Project Specialist or Appointed OHS Agent and/or the contractor's responsible person.

4.6 For significant occupational health risks identified after site establishment, method statements shall be submitted to the Johannesburg Water Project Specialist or Appointed OHS Agent at least 10 working days before the start of the associated activity, when possible.

4.7 All changes to approved method statements or procedures shall be approved in writing by the Johannesburg Water Project Specialist or Appointed OHS Agent.

4.8 The contractor's Responsible Person shall retain records of any amendments and shall ensure that only the most current approved version of any method statement or procedure is used.

4.9 Every occupational health risk that is identified during the risk assessment process shall be conveyed to every employee whose work is associated with the risk. This may be done in the form of a toolbox talk but does not replace the toolbox talk entirely. Each employee shall sign to confirm an understanding of the occupational health risks in the tasks.

4.10 Occupational health risk assessments may be combined with safety and environmental risk assessments, but the consideration of occupational health issues shall be clearly reflected in the records generated and maintained.

4.11 The occupational health risk assessment process and effective implementation of measures to eliminate or reduce identified risks is the responsibility of the Contractor. Johannesburg Water will closely monitor the effectiveness of implemented measures.

Acknowledgement of JW Medical Screening Policy

Name of Contractor

I, the undersigned, hereby acknowledge that I have obtained copies of JW Medical Screening Policy and confirm that I fully understand them and the consequences of non-compliance.

Signed at …… on this …….. Day of …… 20……..

Signature of Contractor / Mandatory **Date**

---------- **----------**

Signature of 16.2 / Construction Manager **Date**

---------- **----------**

Witness 1 …… **Witness 2 ……**

SHE CONTRACTORS' MANAGEMENT SYSTEM				
TENDER DOCUMENT SHE SPECS SIGN-OFF FORM				Johannesburg Water
REQUESTED BY	**N. MOKOENA**	**DATE**	**14/09/2023**	**JW OPS 024/23**

JW OPS 024/21R: *SUPPLY, INSTALLATION AND COMMISSIONING OF A GRAVIMETRIC FLOW METER TEST BENCH AT FLOW LABORATORY (FENNELL ROAD DEPOT) FOR A PERIOD OF THIRTY SIX (36) MONTHS*

LIST OF OHS SYSTEM ATTACHED TO THE TENDER DOCUMENT

SHE SYSTEM ATTACHED	Y/N	VERSION	NO PAGES	REMARKS
Volume 2 OHS Specification	Y	V2 – 05/15	42	For info
Baseline Risk Assessment	Y	V01 – 05/15	10	For info
Medical Screening Policy	Y	V01 – 05/15	8	For info
Returnable Annexure A	Y	V02 - 02/20	1	Return with tender document