CAIRNMEAD

HEALTH & SAFETY

Specification Report for

Project: STAND Railton

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CAIRNMEAD

Health and Safety Specifications in terms of Construction Regulation 5 (1)(a) & (b)	REV	16 Sept 26
	Project Number	26654--HS-01

The Principal Contractor will have to prove that they comply with the Occupational Health & Safety Act – Act 85 of 1993 and Regulations as well as all the incorporated safety standards, when appointed, by proving to the appointed Health and Safety Agent that they have a documentation management system to deal with all the aspects of the requirements of the Act, Regulations and Safety Standards. The Cairnmead representative will take photos of all the documents during documentation audits, personal records of all employees will only be taken once as example and all the details will be expected that the Principal Contractor keep record, these photo records will serve as a consolidation which can be submitted to the client at the end of the project. These photo records of the documents will be summarized by the Agent on a one-page document "Contractors Matrix" which will indicate the compliance status of the responsibilities of the Principal Contractor and their appointed Contractors (Sub-Contractors) audited at the time of the site visit once a month. Any non-compliance can result in a specific activity of the Contractor being stopped, and that stoppage will be for the account of the Principal Contractor or the appointed Contractor. The Health and Safety Agent will do audits on-site at agreed intervals to determine whether the Principal Contractor and the appointed Contractors do comply with the legal requirements. Cairnmead has developed a site auditing system to measure the compliance of sites, this is called high-risk activities, we have identified 16 high-risk activities that commonly occur on sites and the front page of the report provides the high-risk activity statistics for the project. It is expected from the Principal Contractor and appointed Contractors to supply their employees all the required personal protective equipment and clothing required for the applicable task.

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1. Project Information

1.1. Project Name: STAND Railton

1.2. Client Name: Sustaining Theatre and Dance (STAND) Foundation NPC

1.3. Project Address: Erf 8530, Railton, Swellendam, Western Cape

1.4. Principal Contractor: Tender

2. List special conditions on site:

2.1 (The special conditions on site are items that need special attention or items that are agreed upon between the Client and Principal Contractor or principal contractor and Contractor before the start of the construction activities, for example, underground services, overhead power lines, site access control (fencing), etc.

3. Construction Work Permit

Not Applicable

4. Notification of Construction

4.1 The Principal Contractor must submit a Notification of Construction to the Department of Labour in the form of Annexure 2 at least 7 days before the work is carried out.

4.2 The Principal Contractor must upon receipt of the stamped Notification of Construction ensure that it is placed in their Health and Safety file and made available upon request.

5. Client Documentation

5.1 The Principal Contractor must on receipt of the Client's baseline risk assessment ensure that is signed off by the Construction Manager and placed in their Health and Safety File and made available upon request.

5.2 The Principal Contractor must ensure that the Client Health and Safety Specification is included in the tender documentation sent out to all protentional sub-contractors in the tender phase of the project.

5.3 The Principal Contractor must ensure that the Baseline Risk assessment is included in the tender documentation from their side.

5.4 The Principal Contractor will be appointed under CR5(1)(k) in writing, the Principal Contractor will ensure that this appointment is placed in their Health and Safety File and made available upon request.

5.5 The principal contractor should provide their health and safety file to Cairnmead at least one week before the commencement of work, for a file approval audit to be conducted, this is to ensure that the file is compliant before work commencing on site to prevent any delays in the starting of the project.

5.6 Cairnmead will keep a record of the Health and safety documentation on the Contractor matrix to report on the legal requirements of the site. The Contractor matrix got an assessment with it and these assessments will be done every month (See Annexure 1 attached to this document for guidelines on the legal compliance audit).

5.7 The Principal Contractor must ensure that a close-out report is issued to Cairnmead within three working days after a Cairnmead report was issued to the site.

5.8 Cairnmead has developed a site auditing system to measure the compliance of sites, this is called high-risk activities, we have identified 16 high-risk activities that commonly occur on sites and the front page of the report provides the high-risk activity statistics for the project, when issued with this report the principal contractor and contractor should close out the report within three days after the issue date of the report.

5.9 The Principal Contractor should ensure that Project monthly statistics (Principal Contractor and all subcontractors) are recorded in writing regarding the hours worked, near-miss incidents, first aid cases, medical treatment, lost time incidents, etc. Cairnmead will collect these statistics from the Principal Contractor. (See Annexure 2 attached to this document that can be used as guidance regarding the collection of site statistics).

5.10 The Client must in cases where a substantial risk exists that the workplace may be flooded, take measures to be informed forthwith of any imminent flooding risk.
The Client shall take measures to be informed of any imminent flooding from constructions for conserving water, or which may cause water to converge or accumulate on the premises, and shall, prior to the erection of such a construction, give notice in writing to all persons situated in the danger zone below such construction of the possibility of flooding owing to such construction.

5.11 The Principal Contractor and their appointed Contractors must take note that if it is found that an employee committed an unsafe act or caused an unsafe condition on-site Cairnmead will take action against the foreman/management/legal appointee responsible for this activity. The most likely action will be that Cairnmead will instruct the foreman/management/legal appointee in question to stop that activity with immediate effect. It will not be tolerated that management allows unsafe conditions and acts on site.

6. Duties of the Designer

6.1 All Appointed Designers will take into consideration the requirements of the OHS Act, applicable Regulations, By-laws and Health and Safety specifications in their designs.

6.2 All Appointed Designers must before the tender phase ensure that a report is issued to the client outlining the health and safety information applicable to the structure that may influence the costing, the Load that the structure is designed to with stand, and where appropriate the geotechnical science aspects of the project.

6.3 All Appointed Designers will in writing inform the Client of any Hazards or damages in the building prior to and during the project should they arise on a later stage of the project and supply the client and the contractor intended for the task with the relevant information to ensure that work is safely executed.

6.4 Any Temporary Work Designer must ensure that all structures designed are done in the manner that such structure can support all anticipated lateral and vertical loads that may be applied and identified in such design.

6.5 Any Temporary Work Designer must ensure that such design is done in close reference to the structural design.

6.6 Any Temporary Work Designer must ensure that a record is kept of all drawings and calculations about such design and made available upon request.

6.7 All Appointed Designers will be required to sign a design declaration for the intended designs if the project will be working under a construction permit.

6.8 All appointed Designers must ensure that they take Regulation 6 (Duties of designers, manufacturers, importers and suppliers) of the Noise Exposure Regulations, 2024 into consideration and incorporate into their design when designing the building.

6.9 All appointed Designers must ensure that they take Regulation 5 (Duties of designers, manufacturers, importers and suppliers) of the Physical Agents Regulations, 2024 into consideration and incorporate into their design when designing the building.

6.10 As per the Government Gazette - 6 March 2025: notice regarding amendment to General Safety Regulations, the appointed Designers must ensure that they take the regulation into consideration and incorporate into their design when designing the building.

7. Principal Contractor and Contractors

7.1 The Principal Contractor is to ensure that a medical fitness certificate, in the form of an Annexure 3 issued by a registered Occupational Practitioner is available for every employee on site, the medical fitness certificates are to be kept secure at all times. As part of the Incident Management Procedure there must also be a written procedure available to indicate how the certified ID copies and next-to-kin information of each individual will be made available during an incident on site where such information will be needed, the procedure must outline who can be contacted to access the information for each Contractor working on site, and where the information will be kept to secure the privacy of each individual.

7.2 The Principal Contractor must implement a documented medical screening programme as per Noise Exposure Regulations, 2024, specifically Regulation 9, for any employee who may be exposed to noise at or above the noise-rating limit or noise action level, particularly when there is simultaneous exposure to ototoxic chemicals and/or whole-body vibration. Additionally, for vulnerable employees, the employer must seek the opinion of an occupational medicine practitioner to assess whether medical screening is necessary.

7.3 The Principal Contractor must ensure compliance with Regulation 14 of the Noise Exposure Regulations, 2024, regarding the maintenance of records.

7.4 The Principal Contractor must implement a physical agent exposure monitoring programme as per Physical Agent Exposure Regulations, 2024, where required in terms of Regulation 7 of Physical Agent Exposure Regulations.

7.5 The Principal Contractor must ensure an employee is placed under a documented medical screening programme if required in terms of Regulation 8 (Medical screening and medical surveillance) of the Physical Agent Exposure Regulations, 2024 and that all requirements which is applicable in terms of the regulation are complied with.

7.6 Where applicable, the Principal Contractor must ensure that cold stress is eliminated at the source if reasonably practicable and if this cannot be done, then the requirements of Regulation 9(2) of the Physical Agent Exposure Regulations must be complied with.

7.7 Where applicable, the Principal Contractor must ensure that heat stress is eliminated at the source if reasonably practicable and if this cannot be done, then the requirements of Regulation 10(2) of the Physical Agent Exposure Regulations must be complied with.

7.8 The Principal Contractor must ensure that they provide illumination in the workplace / construction site in the form of either natural light, artificial light or a combination thereof, and that the illumination complies with the Regulation 11 of the Physical Agent Exposure Regulation.

7.9 Where applicable, the Principal Contractor must ensure that risk of exposure to hazardous biological, chemical and physical agents impacting indoor air quality is eliminated at the source, where reasonably practicable as required in terms of Regulation 12 (1) of the Physical Agent Exposure Regulation. Where this is not reasonably practicable, the Principal Contractor must control indoor air quality to guidance levels as required in terms of Regulation 12(2) of the Physical Agent Exposure Regulation.

7.10 Where applicable, the Principal Contractor must ensure that hand-arm vibration or whole-body vibration is eliminated at the source, where reasonably practicable as required in terms of Regulation 13(1) of the Physical Agent Exposure Regulation. Where this is not reasonably practicable, the Principal Contractor must take relevant action as required in terms of Regulation 13(2) and 13(3) of the Physical Agent Exposure Regulation.

7.11 The Principal Contractor must ensure compliance with Regulation 18 of the Physical Agent Exposure Regulation, 2024, regarding the maintenance of records.

7.12 The Principal Contractor is responsible for the access/security control to the construction site and only persons with a unique identification, which they have received during the induction for the site, must be allowed into the site and this includes the Client representative and the professional team. This induction must include as a minimum emergency procedure what construction activities are currently on site, and how a person must identify and behave to not be exposed to this hazard. The Principal Contractor must however ensure that every person on site can be identified by means of a tag/access card or the construction company name on their overalls.

7.13 Before any commencement of work, the Principal Contractor must submit proof that they are in Good Standing with the Compensation Fund, such documentation must be kept in their Health and Safety file and made available upon request.

7.14 The Principal Contractor must ensure that before the commencement of any contractors they are in Good Standing with the Compensation fund, such documentation must be kept in their Health and Safety file and made available upon request.

7.15 The Principal Contractor will appoint all Contractors under CR7(1)(c)(v) in writing and ensure that this is placed on their Health and Safety file and made available upon request.

7.16 The Principal Contractor will ensure that a signed Sect 37(2) Mandatary agreement is available between the Principal Contractor and their appointed contractors, and a copy of such agreement is placed in their Health and Safety file and made available upon request.

7.17 The Principal Contractor will ensure that an approved copy of their Health and Safety Plan which has been communicated to all employees is available in their Health and Safety File.

7.18 The Principal Contractor will ensure that their contractor's Health and Safety Plans have been approved and a copy of such Health and Safety Plan which has been communicated to all employees is available in the Health and Safety File of each contractor.

7.19 The Principal Contractor along with their appointed Contractors will ensure that a Health and Safety Policy which has been signed off and communicated is placed in their Health and Safety File and made available upon request.

7.20 The Principal Contractors will conduct health and safety audits and document verification with their Contractors, this will be placed in their Health and Safety file and made available upon request.

7.21 The principal contractor will in the case of found unsafe activity stop such activity which is not by the Safety Regulations and by-laws, the Client's specification, and the Principal Contractors Health and Safety Plan.

7.22 The Principal Contractor must ensure that all Health & Safety files are updated for the month during the first week of the month.

7.23 Task-specific PPE is required to be used for specific scope of work, such as welding, working at heights, confined space work, etc. These PPE requirements must be addressed in the task-specific risk assessment of each contractor.

7.24 Pre-task analysis is to be completed by each contractor to ensure that sufficient task planning is done regarding PPE, equipment, and tools required for each task.

7.25 As per Construction Regulation 7, the principal, contractor must ensure that they audit the health & safety files of their contractors at least once every 30 days.

8. Management and Supervision on Site

8.1 The Principal Contractor must appoint in writing a full-time Construction Manager in terms of CR8(1) who will be responsible for managing all construction work on a site. This appointed Construction Manager must have the required formal tertiary qualifications relevant to construction management or be registered as a Construction Manager with the SACPCMP.

8.2 The Principal Contractor and their appointed Contractors must appoint in writing a Construction Supervisor in terms of CR8(7) who will be responsible for supervising all construction work on site

8.3 The Principal Contractor must always have supervision on site for all construction activities then, which include work after hours and weekends, under no circumstances may a subcontractor be allowed on site without supervision being available from the appointed principal contractor.

8.4 The Principal Contractor must in writing appoint a Part Time Health & Safety Officer (registered with SACPCMP) to monitor the Health and Safety compliance on site.

9. Risk Assessments

9.1 The Principal Contractor and his appointed Contractor must in writing appoint a Risk Assessor in terms of CR9(1) whose competency is in line with the required unit standard.

9.2 The Principal Contractor and his appointed contractor must have a Risk Assessment which is compiled based on their methodology and processes, for each of the items as listed in the Clients Baseline Risk Assessment, to reduce the high rating of the activity which will be placed in their Health and safety file and made available upon request.

9.3 The Principal Contractor and his appointed contractor must ensure that all their activities are addressed in the site and task-specific risk assessments and must be available in their Health and Safety File.

9.4 The Principal Contractor and his appointed contractor must ensure that all method statements, risk assessments safe work procedures, and, job hazard analyses are signed off by the risk assessor, construction manager, and construction supervisor, and proof of this must be available in their Health and Safety File.

9.5 The Risk Review and Monitor Plan must also be available in the Health and Safety File.

9.6 The Principal Contractor and their appointed Contractor must ensure that all Method Statements, Risk Assessment and Safe Work Procedures, and Job Hazard Analysis have been communicated to all employees and proof of such communication is placed in their Health and Safety file and made available upon request.

9.7 As part of the risk assessments the contractors are to ensure that they include in their risk assessments the following items that may require permits from the principal contractor before the work can commence; hot work, confined space entry work, excavation work, critical lifting/rigging, energized electric work, working at heights, ladders, and energy isolation.

9.8 Apre-task analysis shall be completed for each task prior to starting the task and prepared with the employees who will be involved in the task.

9.9 The Principal Contractor must in respect of the workplace / construction site under their control, cause a noise exposure risk assessment to be done as far as is reasonably practicable, before exposure to noise and then thereafter where applicable at intervals not exceeding 24-months. This risk assessment must be conducted by a competent person.

9.10 The Principal Contractor must ensure that Regulation 7(2), Regulation 7(3), Regulation 7(4) and Regulation 7(5) of the Noise Exposure Regulations, 2024 is taken into consideration and complied with regarding the noise exposure risk assessment.

9.11 The Principal Contractor is responsible for ensuring the implementation of a noise exposure monitoring programme if the noise exposure risk assessment, or a review of the assessment, reveals that any employee may be exposed to noise levels at or above the noise-rating limit or the noise action level, especially when there is simultaneous exposure to ototoxic chemicals and/or whole-body vibration, as outlined in the Noise Exposure Regulations.

9.12 The Principal Contractor must ensure that Regulation 8(2), Regulation 8(3), and Regulation 8(4) of the Noise Exposure Regulations, 2024 is taken into consideration and complied with regarding the noise exposure monitoring.

9.13 The Principal Contractor must ensure when applicable as per Regulation 6 (Physical agent exposure risk assessment) of the Physical Agents Regulations, 2024 that a documented physical agent exposure risk assessment is conducted as far as is reasonably practicable, before exposure to a physical agent; thereafter where applicable at intervals not exceeding 24-months and this risk assessment must be conducted by a competent person.

9.14 The Principal Contractor must ensure the physical agent exposure risk assessment includes at least all items as listed in Regulation 6(2) of the Physical Agents Regulations, 2024.

9.15 The Principal Contractor and his appointed contractors must ensure that all risk assessment templates include the tasks being performed, hazard and risks, raw or initial risk ratings, control measures / preventative measures and residual risk ratings.

10. Fall Protection

10.1 The Principal Contractor must in writing appoint a Fall Protection Plan Developer in terms of CR10(1)(a) whose competency is in line with the required unit standard to develop a Site-Specific Fall Protection plan in line with CR10(2).

10.2 The Principal Contractor and their appointed Contractors must ensure that the Construction Manager CR8(1) has a copy of such Fall Protection Plan.

10.3 The Principal Contractor and their appointed contractors must ensure that all employees at a fall-risk position, have in place a valid working at heights training certificate which has been done in line with the required SAQA unit standard.

10.4 The principal and their appointed Contractors will ensure that all fall arrest equipment is inspected by a competent person before use and recorded on a register which will be kept in the Health and Safety file and made available upon request.

10.5 The fall arrest equipment used must be fitted with a self-rescuing kit where it is not possible for an alternative rescue method to take place due to height or location

10.6 The Principal Contractor and their appointed contractors will ensure that all fall arrest equipment will be hooked at all times on a structure or similar secured anchorage point that has been approved as suitable with the necessary stability and sufficient strength to safely support the equipment and any person who could fall. A 100% tie-off is required if a worker will be working at a fall risk position of 1.8 meters or greater, measured from the floor to the feet of the employee where the employee cannot be safeguarded from the fall risk.

10.7 Fall risk positions must be barricaded/fenced with a solid material (for example scaffold tubing, not just plastic barricading) at a height of 1 m, the use of safety netting is not permitted as a sole means of fall protection.

10.8 The Principal Contractor must have a daily inspection record on site for the barricading of all fall dangers specific to each fall risk area identified.

10.9 Any openings in a floor or roof not otherwise protected by a handrail must be closed and secured with a solid guarding or cover system.

10.10 All edge barricading used on site must be of solid material, if scaffold tubing or a similar method is being used, it must be installed that a knee and handrail are fitted, scaffold tubing or similar material must also be securely fixed to the posts being used.

10.11 Drop-off edges of decking, and all platforms must be fitted with toe-boards to prevent material from falling from the edges onto working areas below, where these toe-boards are not able to be used. An exclusion zone must be demarcated below the required working area to prevent any employees from accessing the area while the work is taking place on the level above.

10.12 Exclusion zone planning must be done when activities are planned for the day/week to ensure that high risk work areas are securely closed off to restrict access to the high-risk activity.

10.13 The employees conducting any steel erection are prohibited from climbing of columns and all steel erection employees must always maintain 100% tie-off while at a fall risk position of 1.8metres or greater, measured from the floor to the feet of the employee.

10.14 Overhead work required to take place must be planned in such a manner that exclusion zones are created to prevent access below the working area, tools used while working in overhead positions should also be tied-off and secured at all times

10.15 The Principal Contractor will ensure that all work at heights which is exposed to the elements will be stopped at the immediate sign of inclement weather conditions or any hazardous health and safety conditions.

11. Structures

11.1 A Contractor must take all reasonable steps to prevent an uncontrolled collapse of an existing or new structure.

11.2 Ensure that a structure is not bearing any additional weight over the limit which has been indicated by the Designer or Engineer.

11.3 All designs issued for construction intended for such structure is kept on site and made available upon request.

11.4 The Client must ensure that the structure is inspected periodically by a competent person to ensure the safety of such structure for further use.

11.5 The Client must ensure that any new structure for the first 2 years inspected at least every 6 months by a competent person and at least once a year after the first 2 years.

11.6 The Client must ensure that record is kept of the maintenance and inspections of such structure and made available upon request

12. Temporary Works

12.1 The Principal Contractor or their appointed Sub Contractor must appoint in writing a Temporary works designer in line with Construction Regulation 6 and Construction Regulation 12 with the required technical qualifications the Temporary work designer to design and sign off on all temporary works intended for the project, all designs must meet the requirements as stipulated in Construction Regulation 6 and Construction Regulation 12 and record must be kept of calculations made to ensure the load being carried will be supported fully.

12.2 The Principal Contractor or their appointed Sub Contractor must appoint in writing a Temporary Works Supervisor in line with construction regulation 12 whom will be responsible to ensure that all temporary works on site is done as per the Temporary Works Design and Method Statement as well as ensure compliance in line with the OHS Act 85 of 1993 and any applicable regulations, by-laws, and Standards.

12.3 The Principal Contractor or their appointed contractor will in writing appoint a Temporary Works Inspector who will be responsible for performing daily inspection of the temporary works structure in line with the temporary works design as well as the OHS Act 85 of 1993 and any applicable regulations, by-laws and Standards which will be recorded on a register that will be kept on site and ensure that it is available upon request.

12.4 No Concrete work or other intended work may commence on such structure unless it has been signed off as safe by the appointed competent person and such record kept on site and made available upon request.

12.5 The Principal Contractor must submit to Cairnmead the detail of the type of temporary work they intend to use, and proof of the competency of the temporary work supervisor, prior to any temporary work activities starting on site. All temporary work must be inspected daily and must be recorded in a register which will be placed in the safety file and made available upon request, until the temporary work and support work has been removed.

12.6 No steel fixing or similar activities can take place on the temporary works decking areas until the installation is signed off by the appointed Temporary Works Designer / Temporary Works Inspector appointed as the competent person.

12.7 The Temporary Works Erectors must be trained on the specific Temporary Works System used on site.

12.8 Protection should be provided on rebar where there are hazards associated with laceration and related injuries in addition to impalement.

13. Excavations

13.1 All excavations must be barricaded/fenced with a solid material (for example scaffold tubing, not just plastic barricading) with a minimum height of 1 meter. if scaffold tubing or a similar method is being used, it must be installed that a knee and guard rail/handrail is installed at the open edges. The scaffold tubing or similar material must also be securely fixed to the posts being used.

13.2 The Principal Contractor will in writing appoint a competent person as per Regulation to supervise all excavation work on site who will evaluate as far as reasonably practical the stability of the ground before the excavation work begins.

13.3 The Principal Contractor will have a daily inspection record of excavations showing the integrity of the soil and that requirements are followed and checked as per all applicable regulations on-site.

13.4 The Principal Contractor will not allow any person to work or enter any unsafe excavation which has not complied with all requirements as per Construction Regulation 13.

13.5 No spoil material may be permitted to be placed on the edge of the excavation within at least 1 meter from the excavation edge.

13.6 Safe and secured means of access must be provided to each excavation and may not exceed 6 meters from the point where any person is working inside the excavation.

13.7 The contractor is responsible for locating services and utilities prior to commencing with excavation work, these services or utilities must be clearly marked, and measures should be implemented to safeguard the employees from the services or utilities.

13.8 Where a Deep Excavation is taking place, the Principal Contractor must ensure that there is safe and secured pedestrian access created to ensure that the safety of pedestrians is not affected, and separation of pedestrians and construction vehicles must be implemented as far as is reasonably practicable, especially at the access areas to the site.

13.9 Access on the ramp must also be controlled by means of stop / go operations, the employees selected for this purpose must be appointed and trained. No pedestrians can be allowed on the ramp if there is a vehicle driving on the ramp at the same time.

13.10 If the walkway as described above is not practical, then access scaffold stairs must be provided.

13.11 The ground conditions of all excavations must be assessed and precautionary measures in terms of shoring, bracing or similar means must be implemented before employees can be allowed inside and excavation should the ground conditions require such measures.

13.12 The contractor conducting excavation work must have a detailed rescue plan available in case of an emergency for assisting and rescuing any employees inside the excavation.

14. Demolition Works

Not Applicable

15. Tunnelling and Confined Space

15.1 The Principal Contractor will ensure that no lone work will take place in any confined space

15.2 The Principal Contractor will ensure where applicable a rescue team and rescue kit is available for confined space rescues.

15.3 The Principal Contractor will ensure that a communication procedure is implemented between the persons working in confined space and the sentry for the area.

15.4 The Principal Contractor will as far as reasonably possibly ensure that prior to confined space entry the area is clear of any fumes that could pose a risk to the health and safety of such person.

15.5 The confined space must have the air measured within the space prior to any entry being permitted.

15.6 No Contractor will allow a person to enter a tunnel which has that height dimension of under 800mm.

15.7 All confined space work will require a confined space work permit to be issued and this permit must be posted at the work location during the task.

16. Scaffolding

16.1 The Principal Contractor will ensure that all work on scaffolding that is exposed to the elements will be stopped at the immediate sign of inclement weather conditions.

16.2 All scaffolding on site to be erected in accordance with SANS 10085/1:2024 an inspected daily prior to use and after inclement weather irrespective of the height of the scaffolding. Scaffolding is part of temporary works and required a scaffolding design, the person designing scaffolding must be a component temporary works designer

16.3 All scaffolding erected on site may only be erected by trained and appointed scaffolding erectors and must be supervised and signed off by trained and appointed scaffolding inspector and supervisor.

16.4 Any scaffolding structures that will be erected adjacent to a public way or area must be fitted with pavement gantries or fans as per the scaffolding requirements to prevent any material from falling into or onto the public area.

16.5 The Principal Contractor is to ensure that where other forms of screening/aprons or fans are used on the scaffolding structure for the protection and prevention of falling material that such screens/aprons or fans are designed by a competent person appointed in writing.

16.6 All scaffolding platforms must as per the scaffolding requirements of SANS 10085/1:2024 be provided with toe boards before any commencement of work can be allowed on the scaffolding. This is applicable to all scaffolding platforms on site.

16.7 All special scaffolding must be as per the scaffolding requirements and temporary work requirements have a design done by the competent person appointed in writing with the relevant qualifications. The installation of special scaffolding must then also be signed off after installation to confirm that the installation is as per design.

16.8 All aluminium type towers must be erected as per SANS 51004:2009 (Mobile access and working towers made of prefabricated elements - Materials, dimensions, design loads, safety, and performance requirements) and the relevant instruction manual.

16.9 All aluminium type towers on site to be erected in accordance with SANS 51004:2009 and inspected daily prior to use and after inclement weather irrespective of the height of the tower.

16.10 The aluminium tower erectors must be trained on the specific tower system used on site. Proof of this training to be available in the health and safety file on site.

16.11 All aluminium towers erected on site may only be erected by trained and appointed tower erectors. All tower erectors to be appointed in writing, and proof of this to be available in the health and safety file.

16.12 The aluminium tower inspector must be trained on the specific tower system used on site and the inspection requirements of the tower used. Proof of this training to be available in the health and safety file on site.

16.13 The aluminium tower inspector to be appointed in writing, and proof of this to be available in the health and safety file.

16.14 The Contractor must ensure that a copy of the instruction manual for the relevant aluminium tower is available in the health and safety file.

16.15 The Principal Contractor shall ensure that all employees involved in the erection, use, inspection, and movement of aluminium towers receive specific tower system training prior to performing any related activities.

16.16 The Principal Contractor must implement control measures to ensure that no aluminium tower is moved while any employee is positioned on the working platform at any height, no aluminium tower is moved while any materials, tools, or equipment remain on the working platform, to prevent instability and falling object hazards and furthermore ensure that all aluminium towers are erected only on firm, level, and stable ground conditions, in accordance with the manufacturer's requirements and applicable safety standards.

17. Suspended Platforms

Not Applicable

18. Rope Access Works

Not Applicable

19. Material Hoist

Not Applicable

20. Bulk Mixing Plants

Not Applicable

21. Explosive Actuated Fastening Device

21.1 The Principal Contractor will appoint in writing an Issuer that will keep record of all cartridges that are issued and returned which will be placed in the Health and Safety file and made available upon request.

21.2 The Principal Contractor will in writing appoint a competent person as the Equipment User who has been trained in the inspection and use of such equipment and will complete a daily inspection register for such equipment which will be kept in the Health and Safety File and made available upon request.

21.3 The Principal Contractor will ensure that no cartridges new or used are left unattended on site or discarded of in any other way then returning to the appointed issuer.

21.4 All other requirements as stipulated in Construction Regulation 21 are to be complied with by each user of such equipment.

21.5 Area where such equipment is used to be clearly signposted to indicate device in use in the area.

22. Cranes and Lifting Equipment

22.1 Whenever making use of an external Contractor to do lifting work the Principal Contractor must ensure that the operator is competent and appointed in writing.

22.2 Before using any lifting machines or tackle the operator should inspect it and confirm is it suitable for use.

22.3 All lifting machines must have in place proof of LMI inspection by an accredited person/company at intervals not exceeding 12 months.

22.4 The Principal Contractor and their appointed contractor must ensure that all lifting equipment is inspected at intervals not exceeding 3 months by a competent person with a valid training certificate in line with the required SAQA unit standard and appointed in writing.

22.5 All lifting tackle should be recorded on a register.

22.6 All hooks shall be fitted with a safety latch/catch. Hooks may never be used until a damaged latch is replaced.

22.7 Alock out system should be implemented to ensure that only an approved operator/user who is competent can obtain access to lifting machines.

22.8 All lifting tackle should be conspicuously and clearly marked with identification particulars and the maximum mass load that it is designed for.

22.9 No person shall be moved or supported by means of a lifting machine unless such a machine is fitted with a cradle approved by an inspector.

22.10 Atrained and certified banksman must be appointed in writing for any crane or similar operations required on site, and this person must be in constant communication with the operator, able to always track the load, and if using hand signals only, must be in full unobstructed view of the operator.

22.11 The Principal Contractor must ensure that where specialised rigging operations / intricate rigging is required, or where rigging of 5 tons or more must be done, a competent Rigger must be appointed in writing with the required qualifications.

22.12 The Principal Contractor must also ensure that a rigging study is compiled for any rigging to be done and must have a detail risk assessment available and conducted by a trained and certified risk assessor competent in rigging activities specific to the work at hand. This rigging study must include the communication protocols that will be used and followed by the banksman, rigger, and operator.

22.13 Trained and appointed flagman must be positioned at each public area that will be affected by construction activities on the roadside where crane activities is affecting the area.

22.14 Any crane activities that may come in close contact to overhead power lines as defined in the Electrical Regulations and SABS Standards must have the required permits and wayleaves in place from the local authority before any such crane activities may commence on site, the safe work distances as specified in SANS 10280-1 must be complied with at all times.

22.15 No suspended loads may be lifted over personnel, buildings, processes, or electrical conductors.

22.16 When loads are being lifted on site, clear signalling and indicators must be used to warn the surrounding personnel that loads are being lifted.

22.17 No workers are allowed under a suspended load, and the signalling of suspended loads should be done by appointed banksmen by means of whistles or similar devices.

22.18 All loads shall have a tag line / guide rope attached for control, and controlling loads by hand is not permitted. The guide rope used must be of adequate length to ensure that it is long enough for safe control of the loads, the length of the guide rope should also be assessed not to be an excessive length that can cause a risk to the surrounding areas while being used.

22.19 Loads wider than 2.5metres must be fitted with two tag lines / guide ropes at opposite ends of the load to ensure safe and secured control of the load.

22.20 Rigging from the bucket or booms of mobile plant (such as excavators, front end loaders, TLB’s etc.) to pick and / or carry loads is prohibited unless a properly installed, certified and tested lifting lug has been attached to the bucket or boom by the manufacturer of the plant for such a specific purpose.

22.21 No rigging from the bottom of the tines / forks of fork trucks is allowed under any circumstances.

22.22 The contractor is to ensure that when mobile elevated working platforms are used that the manufacturer’s posted and certified capacity of the lift will not be exceeded by combination of personnel, tools, and material. Acopy of the load test of the platform must be available at all times.

22.23 Mobile elevated working platforms fitted with outriggers must have the outriggers fully extended and set before the platform is raised.

22.24 Fall restraint equipment must always be used and must be tied-off at all times while making use of the mobile elevated working platform.

22.25 Where it may be required for a person to climb out of or onto the platform to or from an elevated work position when using a mobile elevated working platform such a person shall utilize additional fall protection equipment to ensure the person maintains 100% fall protection tie-off as soon as their feet leave the platform. The fall protection equipment must be secured and anchored to a structure exterior to the elevated working platform and must be of suitable strength and design to act as a fall arrest anchorage point.

22.26 No rigging or lifting from the mobile elevated working platform is permitted.

22.27 Mobile elevated working platforms may only be operated by formally SAQA trained and appointed personnel and must be inspected daily prior to use and must have all emergency preparedness equipment fitted and in working condition.

23. Construction Vehicle, Mobile Plant and Public Roads

23.1 The Principal Contractor must ensure that if any construction vehicle, which parks in the street, for delivering materials and / or lifting operations by mobile cranes and / or concrete pumping or any similar operations that effects the public roads get done in such a manner that the members of public are not exposed to any of the construction activities, and must further have cones with a flagman on both sides and warning signage displayed.

23.2 Sufficient firefighting equipment must be available inside each of the construction vehicle and mobile plant being used on site.

23.3 The Principal Contractor / sub-Contractors to comply with the National Road Traffic Act 93 of 1996 at all times when carrying out their disciplines on roads, intersections, cross overs etc.

23.4 The Principal Contractor must ensure that the construction vehicles get cleaned off on the sides, between double wheels and the back to prevent loose soil and stones falling from the truck into the public road while driving out of the site.

23.5 The Principal Contractor must despite the cleaning of the trucks ensure that there is at all times someone to clean the public road surface from the soil that might be brought onto the road by the wheels of the construction vehicles. Dump trucks should cover loads or loose dirt or gravel when exiting the site.

23.6 Trained and appointed flagman must be positioned at each public area that will be affected by construction activities on the roadside.

23.7 Any road closure or lane restrictions that may be required must have the regulated wayleave in place before the work commences.

23.8 The temporary road signage and construction warning signage in line with the wayleave requirements must be installed as per the requirements of the wayleave and traffic management plan for the project.

23.9 There must be a detailed traffic management plan available for any lane restrictions or road closures that may be required throughout the project. This traffic management plan must be communicated to all contractors working on site.

23.10 Each construction area effecting the public roadway by means of construction vehicles turning into the public way must have designated flagmen positioned in line with the required vehicle turning signage to ensure safe and controlled construction vehicle integration onto the public roads.

23.11 Only trained and appointed operators may be allowed to operate construction vehicles and mobile plant on site. Each operator must be in position of a medical fitness certificate issued by an occupational practitioner in the form of Annexure 3 as per the Construction Regulations 23.

23.12 All construction vehicles and mobile plant must be fitted with a working acoustic warning device and automatic reverse warning device as per Construction Regulations 23.

23.13 Seatbelts must be used whenever the equipment and vehicles is in use and the use of cell phones or similar devices are prohibited while driving.

23.14 The operator of construction vehicles and mobile plant are not permitted to use earphones / headphones to listen to music while operating any construction vehicle of mobile plant. The operator must be able to hear instructions while in control of the vehicle or plant on site. The use of ear protection is the only permitted items allowed to be used where applicable.

23.15 All construction vehicles used on site must comply to the requirements of Construction Regulation 23, any vehicle not up to standard are not permitted on site.

23.16 The use of cell phones, tablets or similar devices are prohibited by operators and working near mobile plant and equipment in use.

23.17 Exclusion zones from the mobile plant and equipment are to be established and clearly demarcated to ensure that there is always safe separation between mobile plant and pedestrians on the entire site. This must be done by means of barriers or similar equipment. Each crossover point must also be provided with a designated flagman to control the flow of traffic at each pedestrian crossing, flagmen should also be utilised where construction vehicles and mobile plat are operating in enclosed areas and high traffic routes on site.

23.18 Designated locations for planned maintenance and repairs must be provided on site for the mobile plant and equipment and these areas are to be controlled and only authorised personnel may enter the area.

23.19 Mobile plant and equipment must be fully locked out by the operator when the operator exits the cab, under no circumstances may any mobile plant or equipment be left with the engines running without the operator inside the cabin control of the equipment.

23.20 Mobile plant and equipment left unattended must be kept in a state to prohibit any unintended movement, all booms and buckets must be lowered, and wheels locked, and brakes set to prevent movement.

23.21 Speed limit signs must be posted on site at appropriate locations and the required speed limit must be determined in the site traffic control plan.

23.22 Adetailed site traffic management plan must be drafted by the principal contractor and all contractors on site must comply to the site traffic management plan. This plan must always also include the separation of vehicles and pedestrians and must indicate how this will be achieved on site for example temporary barriers in designated pedestrian walkways.

23.23 No riding on equipment or the back of LDV’s are permitted.

23.24 When the vehicles on site are not in use, they must be fully locked out with the parking brake set.

23.25 Dust control measures must be implemented on site, there should be a dust control schedule available to indicate the frequency of dust control taking place daily.

24. Electrical Installations

24.1 The Principal Contractor will ensure that all electrical installations on site will have a signed COC which will be made available upon request.

24.2 The Principal Contractor will ensure that all DB Board will be fitted with a cover plate, earth leakage and trip switch along with a lockout procedure, that must be specific for the type of work required to take place on the electrical components and must detail the measures that will be taken if such work will be required.

24.3 All switches on the DB Board will be labelled to identify the functions of such connection.

24.4 All Temporary Electrical connections will be inspected on a Weekly basis by the Competent person appointed in terms of Construction Regulation 24.

24.5 The Principal Contractor will ensure that no live electrical connection is exposed to the elements which can cause a risk to any person or the property of the client (e.g., rain, open flames, etc).

24.6 The electrical supply cables of all temporary electrical installations must be protected from the construction activities such as plant and machinery being operated near such cables.

24.7 Temporary lighting must be provided to working areas that does not have sufficient lighting available. Each contractor is required to plan their activities and ensure that sufficient lighting is available before the commencement of the planned work.

24.8 It is the responsibility of each contractor to ensure that their working area complies to the lighting requirements as stipulated under the Environmental Regulations for Workplaces - Illuminance Schedule

24.9 Workers are not allowed to work on any electrically energized components.

25. Hazardous Chemicals

25.1 The Principal Contractor must appoint a Hazardous Chemical Substance Controller in writing, to control and manage the hazardous chemicals on site

25.2 The Principal Contractor must ensure that a Material Safety Data Sheet for all chemicals on site is kept in the file and communicated to all site employees.

25.3 Where applicable spill kits will be made available by the Principal Contractor and their appointed Sub-Contractors in case of a chemical spill in order to contain the area from causing any environmental damage.

25.4 The Principal Contractor will ensure all chemical containers on site to be labelled and identified.

25.5 The Principal Contractor will as far as reasonably possible ensure when chemicals are being transferred from on container to another a drip tray must be made available to ensure that spillage is controlled and does not seep into any soil.

25.6 The Principal Contractor will ensure that Hazardous chemicals stores are equipped with information signage on the chemicals being stored, identification of the hazardous linked to the stored chemicals, PPE required to handle such chemicals, sufficient firefighting equipment, solid foundation to ensure no seeping of chemicals into soil and a lock out procedure to ensure control of such stored chemicals.

25.7 The Principal Contractor will ensure chemical store will not be allowed to be used as a storage area for clothing, food or any other personal belongings.

25.8 The Principal Contractor will as far as reasonably possible ensure that no chemical store will be used for an eating or changing facility.

25.9 Where a Principal Contractor or his appointed Contractor intents to store any bulk hazardous chemical on site, an application for a permit/temporary registration must be sent to the local Emergency Services department in the prescribed form of an Annexure 1 along with the required plans as per applicable by-laws and approved prior to such activity taking place on site, proof of such registration/permit must be kept on site and made available upon request.

25.10 Such installation for the above-mentioned tank / installation as per 24.9 must comply with SANS 10131 and ensure that the temporary tank must be located on firm level ground and the ground, must be of adequate strength to support the mass of the tank and contents, provision is made for the run-off of any possible rainwater from the retaining walls or retaining embankments, the storage tank is not erected within 5 m of any erf or lot boundary, building, excavation, road and/or driveway, no source of ignition or potential ignition is brought within 5 m of the storage tank, symbolic signs prohibiting smoking and open flames, at least 300 mm x 300 mm in size, are affixed to all sides of the temporary installation, and a minimum of two 9 kg dry chemical fire extinguishers are installed within 10m of the temporary installation. The approved permit should be signposted at the storage area.

25.11 Such storage tank must be surrounded by a liquid-proof bund wall, volumetrically capable of containing the maximum proposed quantity of liquid, plus 10% of the volume of the tank.

25.12 Must ensure that the rated capacity temporary tank must provide sufficient ullage and spare capacity to permit expansion of the product contained therein by reason of the rise in temperature during storage.

26. Housekeeping and General Safeguarding

26.1 The Principal Contractor must install hoarding as deemed required by the building / construction activity (to isolate members of public from construction activity). The detail of which the hoarding will be constructed will be agreed as the Construction activities require from time to time but must be of solid material used to separate construction activities and should be of a minimum height of 1.8 metres.

26.2 The Principal Contractor must keep all construction activities / material / equipment within the barricaded/hoarded area. The hoarding must be maintained throughout the Project. The required No Entry signage and construction signage must also be displayed on the hoarding, and especially at the entrance gates. And all visitors to site must be required to sign in at the entrance gates, before entering the site.

26.3 The Principal Contractor must do site establishment as indicated by principal agent. These areas must be controlled at all times, no members of public allowed within laydown areas.

26.4 The Principal Contractor must not allow any informal traders in the construction area, no food stalls or similar operation may be allowed within the hoarded area of the construction site.

26.5 The Principal Contractor must appoint a Housekeeping Supervisor and ensure that all Contractors appoint their own Housekeeping Supervisors, to ensure that the Housekeeping on site is maintained on a daily basis.

26.6 The Principal Contractor along with his Sub-Contractors will ensure will conduct a weekly housekeeping inspection which will be recorded and kept on site.

26.7 The Principal Contractor and all the Contractors are not allowed to burn or deposit any waste on site it is to be discarded to an approved dump site or a recycling facility.

26.8 The principal contractor should ensure that all persons entering the site has undergone the site-specific induction and have received the required training and information regarding the site. There should be a classification done for each person entering the site to indicate visitor, permanent or short-term staff this should be done to address the hazards associated with the scope of each person entering and to proactively mitigate the site risk.

26.9 Contractors will furnish, erect, maintain and dismantle safety barricades required for their work, and co-ordinate all barricading belonging to any subcontractors.

26.10 It is required that rigid barricading is used on site and not only danger tape as danger tape is not sustainable.

26.11 Where rigid barricading is required, it must be capable to withstand a lateral force of 90.7kg or greater. It must be erected to have handrail, knee rail and where an access route is used below the area or where employees work below the area a toe board should also be fitted.

26.12 Asite logistics plan is required from the principal contractor and must be displayed on site as well as communicated to each contractor working on site.

26.13 As per the Government Gazette - 6 March 2025: notice regarding amendment to General Safety Regulations, the appointed Principal Contractor must ensure that they take Regulation 13H. Housekeeping into consideration during the construction period.

26.14 The Principal Contractor must designate and clearly demarcate any plant and machinery that does not have a fixed location as a noise zone, where the noise level generated is at or above the noise-rating limit or the noise action level, and there is concurrent exposure to:
(i) ototoxic chemical agents; and/or
(ii) whole-body vibration that exceeds the action level specified in the Physical Agents Regulations.

26.15 The Principal Contractor must ensure that any workplace / construction site, or part of such a workplace / construction site, is designated and clearly marked as a noise zone where the noise level is at or above the noise-rating limit or the noise action level, and there is concurrent exposure to:
(i) ototoxic chemical agents; and/or
(ii) whole-body vibration that exceeds the action level specified in the Physical Agents Regulations.

27. Stacking and Storage on Construction Sites

27.1 The Principal Contractor and their appointed Sub-Contractors must appoint a Stacking & Storage Supervisor in writing.

27.2 The Principal Contractor and their appointed Sub-Contractor will conduct a weekly stacking & storage inspection which will be recorded and kept on file this must be completed by the appointed person.

27.3 Stacking and storage areas should be kept up to standard and all materials stacked and stored must be done in accordance with the legal requirements.

28. Construction Employees' Facilities

28.1 The Principal Contractor must have, as a first activity, chemical toilets in the site establishment to ensure that all construction employees have the facility from the outset.

28.2 The Principal Contractor must have an Employee Facilities Inspector appointed in writing, and this person must be required to complete a weekly facilities Checklist which will be kept in the health and safety file and made available upon request.

28.3 Sheltered eating facilities shall be provided to employees in line with the Construction Employee Facilities Regulations - Construction Regulations 30.

28.4 Drinking water areas to be clearly indicated and sign posted on site and must be available from site start up.

28.5 The drinking water utilised on site should be tested on a regular basis if independent water tanks or systems will be utilised to ensure that the water is safe for human consumption.

28.6 Water taps not fit for human consumption must be clearly signposted to indicate unfit for use.

29. Health & Safety Committee and Representative

29.1 The Principal Contractor must ensure that at least 1 representative from each appointed Contractor attend at least one safety meeting per month chaired by the Principal Contractor. The Health and Safety Chairman from the Principal Contractor must be nominated and appointed in writing.

29.2 The Principal Contractor and their appointed Contractors must in writing appoint a Health & Safety representative, irrespective of whether the Contractor employ twenty or less employees for this Project.

29.3 Following any recordable injury or serious incident, the principal contractor shall hold a site-wide stand down on the same day - to communicate what happened ad reinforce the need for constant safety vigilance.

29.4 The principal contractors site manager / construction manager shall hold weekly supervisory safety meetings to show leadership for the health & safety program, and to discuss safety incidents, rule changes, educational material, and continuous improvements.

30. Ladders

30.1 The Principal Contractor and all appointed Contractors must appoint a Ladder Inspector, and this person must be required to complete a Ladder Checklist at least once a month.

30.2 All ladder on site must be numbered and identified as per General Safety Regulation 13.

30.3 The ladders must be inspected before each use and a copy of the inspection register must be kept in the health & safety file of the applicable contractor.

30.4 When planning work activities, the contractor is urged to plan the activities in such a manner to limit the use of ladders on site where able conduct the work from a safer alternative working platform.

30.5 All straight and extension ladders must be fitted with non-slip feet and when used be tied and secured at the top and bottom of the ladder or should be held when in use.

30.6 Aframe ladders must be provided with non-slip feet and must be held and secured when in use.

30.7 Only one person can work from a single ladder at any given time.

30.8 Under no circumstances may any conductive ladders be used on site where work is done near electrical installations.

30.9 All ladders must be free from slippery substances and must be affect free, any ladders that does not comply must be removed from the premises immediately.

30.10 Where ladder work exposes a person to a fall of more than 1.8metres where the employee cannot be safeguarded from the fall risk, a safety harness must be worn and must be secured to a suitable anchorage point.

30.11 Where no secured anchorage is possible an alternative access method should be used such as scaffolding or mobile elevated working platform. This does not apply to the use of a straight or fixed ladder used for access to a different level. Unless there are other conditions that increase a fall exposure.

30.12 Step ladders must be fully extended and must be locked when in use, the ladder that serves a platform for transition must be extended at least 1metre past the landing/platform for safe access.

30.13 Workers are not allowed to carry tools, materials and or equipment in their hands while climbing a ladder. Tools should be secured to a tool belt or similar means of securing the tools.

31. Hand tools

31.1 All hand tools on site to be identified, numbered, and placed on register.

31.2 The principal contractor along with his Sub-Contractors will appoint in writing a competent person to conduct monthly inspections to ensure that hand tools are not damaged or altered in anyway e.g. mushroom heads, loose handles, appropriate grip handles, etc. which will be recorded on the above-mentioned register and kept on site.

31.3 Only qualified and trained workers are allowed to install, adjust and/or operate laser equipment.

31.4 Areas in which lasers are used shall be provided with the required warning signage to indicate the usage of the laser in the area and the required PPE must be provided to the employees working in the affected area.

31.5 The laser beam may not be directed at any employees.

32. Portable Electrical Equipment

32.1 All Portable electrical tools on site to be identified, numbered, and placed on register.

32.2 The Principal Contractor along with his Sub-Contractors will appoint in writing a competent person to conduct monthly inspections to ensure that Potable electrical tools are not damaged or altered in anyway e.g., loose electrical connections, exposed wiring, earth wire not connected, crack or damage to equipment, safeguard not removed or damaged, etc.

32.3 All cables, cords, leads, and hoses in a building shall be strung by nonconductive means at least 2.1metres overhead, kept to the perimeter of the building, or otherwise protected to prevent tripping hazards.

32.4 Where electrical work is required near wet surfaces or weather conditions, then the equipment used should be IP65 rated.

33. First Aid, Emergency Equipment and Procedures

33.1 The Principal Contractor must ensure that the appointed Contractors with 5 and more employees have a first aid box and that Contractors with 10 and more employees have a first aid box with at least one person on site with a first aid certificate.

33.2 Sufficient firefighting equipment must be available inside each of the construction vehicle and mobile plant being used on site.

33.3 Sufficient amount of firefighting equipment must also be positioned on site in case of an emergency and the employees on site must be trained in the procedure on how to use the equipment if needed.

33.4 Site Emergency Evacuation Procedures must be compiled by the Principal Contractor all employees and Contractors on site must be trained on the Emergency Procedures. This Procedure must be updated as and when needed.

33.5 There must also be an up-to-date emergency contact register displayed on a notice board / site office / access gate area and this list must be kept updated.

33.6 An emergency evacuation diagram of the site must also be complied clearly indicating the assembly points and areas of evacuation.

33.7 The Principal Contractor must also appoint in writing a competent Emergency Evacuation Coordinator.

33.8 Where applicable the existing facilities emergency evacuation procedure must also be incorporated into the site procedure to ensure that the existing facility is not negatively affected in case of an evacuation process obstructing their areas.

34. Incident Reporting and Investigations

34.1 In the event of a fatal incident, it will be required that the Principal Contractor and all the appointed Contractors who can have an influence on the incident, that they hand in their Health & Safety files with immediate effect to Cairnmead.

34.2 Site incidents are to be reported to Cairnmead timeously within the time of them having occurred on site, but not exceeding 30minutes after the incident has occurred.

34.3 Site incident reporting procedures must be compiled and communicated with all employees on site.

34.4 An incident flash report must be submitted to all applicable parties on the same day the incident occurred.

34.5 Full incident investigation reports for each incident must be completed within three days after the incident occurred on site and must be submitted to the client.

34.6 The incident report must clearly indicate the corrective actions that has been taken to prevent a reoccurrence of the incident. Such corrective actions are to be taken without any delay and must be implemented within no more than three days after the incident occurred.

34.7 History of the Incident - This will give a description of the project in general, the time and date, the injured persons' name, designation, ID number, description of the area, activities, and the extent of the injuries the person incurred.

34.8 The Principal Contractor must ensure that any incident that occurs on site that falls under a Section 24 incident must be reported to the provincial director in the form of WCL1 or WCL2 within 7days, and in consequence of such an incident a person dies, becomes unconscious, suffers the loss of a limb or part of a limb, or is injured or becomes ill to such an degree they the person is likely to die or suffer a permanent physical defect, such incident shall forthwith be reported to the provincial director by telephone and followed up with an email regarding the incident information.

34.9 The Principal Contractor must ensure that any Incident Investigation is reflected in a Report, and this Report should deal with the detail of the Incident under at least the four headings listed below:
34.8.1. History of the Incident - This will give a description of the project in general, the time and date, the injured persons' name, designation, ID number, description of the area, activities, and the extent of the injuries the person incurred.
34.8.2. Applicable legislation - The investigator must list here in his/her opinion which specific Sections of the Act and Regulations as well as incorporated safety standards are applicable/relevant to the incident.
34.8.3. Evidence - The investigator must list here all the evidence which was taken to consider in the investigation. For example: photos, statements, documentation out of the Health and Safety File and drawings/sketches. This is an example of the types of evidence, but there may be more.
34.8.4. Conclusions - The investigator should compare the evidence with the applicable legislation and highlight where there was no compliance.

35. Welding, Flame Cutting, Soldering and Similar Operations

35.1 The Principal Contractor will as far as reasonably possible ensure that all hot works are contained to one area.

35.2 Ensure that all equipment is inspected and recorded on a register placed in the Health and Safety file and available upon request.

35.3 Ensure that no Hot Works will be permitted to take place in any confined space unless deemed safe in them of the Regulations to do so.

35.4 That all Combustibles / Flammables liquids are removed from the area where hot works is taking place.

35.5 That the necessary firefighting equipment is available in the area where hot works is taking place along with an appointed competent person to use such equipment correctly.

35.6 Ensure that all sparks are contained by use of welding screens or similar.

35.7 If and where applicable hot work permits are to be obtained.

35.8 Compressed gas cylinders shall always be properly secured and brought into the building only as needed and removed as soon as wok is completed daily or as tanks are emptied.

35.9 Flame cutting and gas welding equipment must be fitted with flash back arrestors between both the torch and hose connection and regulator and hose connection ends.

35.10 Cylinders should have a three -part identification tag attached to all cylinders.

35.11 Oxygen and fuel gas cylinders, when not in use, must be stored 6.1metres apart or separated by a 1.5 metre fire resistant barrier.

35.12 Cylinders must be stored in an upright position and must be chained or secured in a similar manner to a cage or designated storage area.

35.13 Smoking and the use of smokeless tobacco, including the use of e-cigarettes, is not permitted inside and buildings, temporary offices, or near flammable liquid storage areas and is allowed only in designated area.

36. Blasting

Not Applicable

37. Asbestos

Not Applicable

38. Existing Services and Existing Site Conditions

38.1 All services like water, electricity and gas will be pointed to the Principal Contractor by the professional team appointed by the Client as far as reasonably possible. There must be a documented proof that the services for water, storm water, sewer, gas (if applicable) and electricity was terminated successfully. For the gas and electricity there must be a Certificate of Compliance to say it was terminated.

38.2 Where the Principal Contractor or their appointed Contractor intends to work near, under or above ground where Power lines are located, all such activities must be conducted in line with the legal requirements and adherence to the safe work distances must always be monitored by the Principal Contractor.

39. Ergonomics

39.1 The principal contractor must ensure that the required information, instruction, and training are provided to the employees / workforce on site relating to their work activity. The information must be in line with the ergonomic risk assessment requirements which should address the risk of exposures and mitigating or eliminating procedures to follow.

39.2 The required ergonomic risk assessment should address all aspects as stipulated in the Ergonomics Regulations. The risk assessment must be performed by a competent person and should not exceed intervals of two years.

39.3 Risk control measures should be implemented before employees are tasked to commence with their activities on site, all employees are also to be trained on the ergonomic risk assessment. The procedure of reporting, medical surveillance and all factors relating to the ergonomics risk assessment must be made clear to each employee to enable the employees to comply to the requirements.

40. Other Special Conditions

40.1 The Principal Contractor must inform Cairnmead, on the same day, when the Department of Labour issue any written notices for a non-compliance on the site, and a copy of such notice must be forwarded, as soon as possible on the same day, to Cairnmead. The Principal Contractor must not submit any reports to the Department of Labour unless verified by Cairnmead.

40.2 The working hour on site is as per the legislated hours in terms of SANS 10400. No person shall during any building, demolition or excavation work use any machine, machinery, engine, apparatus, which in the opinion of the local authority may unreasonably disturb or interfere with the amenity of the neighbourhood, on a public holiday or Sunday, before 06:00 or after 17:00 on any Saturday and before 06:00 or after 18:00 on any day other than those days contemplated above.

40.3 The prohibition of the above shall not apply in any circumstances in which the use of such machine, machinery, engine, apparatus, tool, or contrivance, is urgently necessary to preserve the life, safety, or health of any person, is urgently necessary to preserve property, has been authorized by the local authority.

The Principal Contractor must take note of the details below for the Local Department of Labour offices:

Contact person: Ms. Fezeka Ngalo

Telephone number: 021 441 8158

E-mail address: Fezeka.Ngalo@labour.gov.za

Issued by Cairnmead on behalf of Sustaining Theatre and Dance (STAND) Foundation NPC



CPJ Lourens
CHSA/124/2022
For: Cairnmead
Date: 16 September 2026

ANNEXURE 1 – Legal Compliance Audit Guideline

Administrative Requirements / Duties
Induction Training
Medical Fitness Certificates (Annexure 3)
Appointment Letters & Proof of Competency
Contract with Client / Principal Contractor
Copy of The OHS Act & Regulations
Health and Safety Plan
Health & Safety Policy
Letter of Good standing
Mandatary Agreement (Sec 37(2))
Principal Contractors Appointment / Contractors Appointment
Notification of Construction Work / Construction Work Permit
ID Copies and Next of Kin Information
Recording of Incidents (Annexure 1, WCL2 & Incident reporting procedure)
Risk assessments, safe work procedures, method statements and risk review and monitor plan
PPE Issue Register
Safety Meeting Minutes and attendance
Toolbox talks / DSTI's

Registers and Documentation (Where Applicable)
Bulk mixing plant
Construction Employee Facilities
Construction Vehicles & Mobile Plant
Demolition Work
Excavation Work
Explosive Actuated Devices
Explosives
Fall Arrest Equipment
Fall Protection Plan
Material Hoist
Mobile Crane

Rope Access
Scaffolding
Suspended Platforms
Temporary Works
Welding & Flame Cutting / Hotwork
Housekeeping
Stacking & Storage
Temporary Electrical Installations
Fire Precautions
First Aid
Hand tools
Health & Safety Representative
Ladders
Lifting Tackle
Storage of Hazardous Chemicals
Emergency Preparedness / Plan / Procedures
Vessels Under Pressure
Lifts & Escalators
Portable Electric Tools

ANNEXURE 2 – Monthly Projects Statistics Form

CAIRNMEAD Industrial Consultants (Pty) Ltd	**CAIRNMEAD** **MONTHLY PROJECTS STATISTICS FORM**	CICPS **001** REV **03** REV DATE **28/09/2023** PAGE **29.30** REG NO **26654-HS-01**

PROJECT NAME:	PRINCIPAL CONTRACTOR:
STAND Railton	Tender

MONTH:	Tick	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

STATISTICS SUMMARY

(Statistics is combination of all Contractors working on project – Principal Contractor and subcontractors)

Total hours worked for the month:	Lost Time Incidents for the month:	Medical Treatment Cases for the month:
First Aids cases for the month:	Near Misses reported for the month:	Total hours worked from commencement (THW):
Total LTI from commencement:	Total MTC from commencement:	Total First aid cases from commencement:
Total Near Misses from commencement:	LTIR Rate: (LTI +MTC) / THW) *200,000	

SHORT DESCRIPTION OF MONTHLY INCIDENT REPORTED

(First Aid Cases, Medical Treatment Cases, Lost Time Incidents and Near Misses)

FIRST AID CASES

CAIRNMEAD Industrial Consultants (Pty) Ltd	**CAIRNMEAD** **MONTHLY PROJECTS STATISTICS FORM**	CICPS **001** REV **02** REV DATE **05/10/2022** PAGE **30.30** REG NO **26654-HS-01**

MEDICAL TREATMENT CASES

LOST TIME INCIDENTS

NEAR MISSES

PRINCIPAL CONTRACTOR CONSTRUCTION MANAGER CR8(1) NAME & SURNAME:	_____	**SIGNATURE:**
PRINCIPAL CONTRACTOR SAFETY OFFICER NAME & SURNAME:	_____	**SIGNATURE:**