

THE MAINTENANCE OF CCTV SECURITY SURVEILLANCE SYSTEM, ACCESS CONTROL SYSTEM, FSD SYSTEM, EVAC SYSTEM AND PUBLIC ADDRESSING SYSTEM AND THE PROVISION OF SPARES ON AN "AS- AND- WHEN" REQUIRED BASIS FOR A 60-MONTH PERIOD

PART 3: SCOPE OF WORK

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C3.1: EMPLOYER’S SERVICE INFORMATION

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1 Description of the service

The Maintenance of CCTV security surveillance system, Access Control System, FSD System, EVAC System and Public Addressing System and the provision of spares on an "as- and- when" required basis at Arnot Power Station

1.1 Executive overview

This contract is for the provision of maintenance services on a fixed monthly basis of the electronic surveillance, intelligent video system, and the access control system. The current system is to be upgraded and expanded in due course, this maintenance contract to cater for the full system once completed.

The service is to make provision for spares, emergency services and any other requests from the Employer on an as and when required basis for the electronic surveillance, intelligent video system and access control system. This will not be part of the mandatory monthly service, only if time allows during the maintenance intervals.

MONTHLY MAINTENANCE OF ELECTRONIC SURVEILLANCE & INTELLIGENT VIDEO SYSTEM.

Full functional testing, repairs and preventative maintenance at intervals of twice per month for a duration of the contract. This is inclusive of the following:

- Command Centre Server
- Adjustment of parameters and finetuning detection settings on intelligent video perimeter security system (IVPSS)
- Digital Video recording System.
- Video Management System and alarm switching system
- Testing and back up of digital recording units
- Evaluation of camera picture quality and setting focus as and when required.
- Measuring the strength of video signals to overt surveillance and IOIMAGE intelligent video perimeter security system.
- Identification of vegetation that requires clearing to allow the intelligent video perimeter security system to detect human targets in the specific field of view.

1.2 Employer's requirements for the service

1.2.1 - MAINTENANCE OF FIELD ENCLOSURES FOR CAMERAS 1 TO 15 (PERIMETER).

These field enclosures are equipped with the following items:

- Power distribution MCB's and surge protection units.
- Single phase 1kVA UPS.
- Two 12VDC power supply units.
- Two cooling fans
- Dust filters.
- Four sealed battery packs.
- Amplifier for loudspeakers.
- Radio frequency link module.
- Video analytics module.
- Video surge protection unit.

ENCLOSURE.

- Clean dust builds up inside enclosure.
- Change panel dust filters.
- Check all cables entries that they are properly sealed, if not repair.

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- Check the neoprene tape on the door for proper sealing, if not replace
- Check the cooling fans.

1kVA UPS.

- Measure the incoming AC supply voltage, it should read between 220-230V AC
- Check the operation of all indication LED's and alarms
- Check that all wiring terminations are tight and secure.
- Rectify any problems encountered.

SEALED BATTERY PACKS.

Visually inspect for the following:

- Cracked or leaking battery pack.
- Corrosion on the battery post.
- Tightness of connections on the battery post.
- Measure each battery pack voltage and record the reading.

POWER DISTRIBUTION AND MCB'S.

- Check if any surge protection units have operated and report on findings.

1.2.2 - MAINTENANCE OF FIELD ENCLOSURE FOR CAMERAS 18 (main gate).

This enclosure is equipped with power distribution MCB's, surge protection units and a 24vAC power supply unit.

ENCLOSURE.

- Clean dust builds up inside enclosure.
- Change panel dust filters.
- Check all cables entries that they are properly sealed, if not repair.
- Check the neoprene tape on the door for proper sealing, if not replace.
- Check the cooling fans.

POWER DISTRIBUTION AND MCB'S.

Check if any surge protection units have operated and report on findings.

1.2.3 - MAINTENANCE OF FIELD ENCLOSURE FOR CAMERAS 19, 30, 31, 32 & 33 (GATE 2).

There are two field enclosures, one is equipped with power distribution MCB's, surge protection units and a single phase 6kVA UPS. The other enclosure is equipped with MCB's, 12VDC Power Supply unit, radio frequency link module and a network switch.

ENCLOSURE.

- Clean dust builds up inside enclosure.
- Change panel dust filters.
- Check all cables entries that they are properly sealed, if not repair.
- Check the neoprene tape on the door for proper sealing, if not replace.
- Check the cooling fans.

6kVA UPS.

- Measure the incoming AC supply voltage, it should read between 220-230V AC
- Check the operation of all indication LED's and alarms

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- Check that all wiring terminations are tight and secure.
- Rectify any problems encountered.

SEALED BATTERY PACKS.

Visually inspect for the following:

- Cracked or leaking battery pack.
- Corrosion on the battery post.
- Tightness of connections on the battery post.
- Measure each battery pack voltage and record the reading.

POWER DISTRIBUTION AND MCB'S.

Check if any surge protection units have operated and report on findings.

1.2.4 - MAINTENANCE OF FIELD ENCLOSURE FOR CAMERAS 16,17 & 20 (CONVEYOR 1& 2 CROSSING).

There are two field enclosures, one is equipped with power distribution MCB's, surge protection units and a single phase 1kVA UPS. The other enclosure is equipped with MCB's, 12VDC Power Supply unit, radio frequency link module, video analytics unit and a network switch.

ENCLOSURE.

- Clean dust build up inside enclosure.
- Change panel dust filters.
- Check all cables entries that they are properly sealed, if not repair.
- Check the neoprene tape on the door for proper sealing, if not replace.
- Check the cooling fans.

1kVA UPS.

- Measure the incoming AC supply voltage, it should read between 220-230V AC
- Check the operation of all indication LED's and alarms
- Check that all wiring terminations are tight and secure.
- Rectify any problems encountered.

SEALED BATTERY PACKS.

Visually inspect for the following:

- Cracked or leaking battery pack.
- Corrosion on the battery post.
- Tightness of connections on the battery post.
- Measure each battery pack voltage and record the reading.

POWER DISTRIBUTION AND MCB'S.

Check if any surge protection units have operated and report on findings.

1.2.5 - MAINTENANCE OF FIELD ENCLOSURE FOR CAMERAS 21, 34 & 35 (NEW CONVEYOR CROSSING).

There are two field enclosures, one is equipped with power distribution MCB's, surge protection units and a single phase 1kVA UPS. The other enclosure is equipped with MCB's, 12VDC Power Supply unit, radio frequency link module, video analytics unit and a network switch.

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- Clean dust build up inside enclosure.
- Change panel dust filters.
- Check all cable entries that they are properly sealed, if not repair.
- Check the neoprene tape on the door for proper sealing, if not replace.
- Check the cabinet cooling fans are functional.

1kVA UPS.

- Measure the incoming AC supply voltage, it should read between 220-230V AC
- Check the operation of all indication LED's and alarms
- Check that all wiring terminations are tight and secure.
- Rectify any problems encountered.

SEALED BATTERY PACKS.

Visually inspect for the following:

- Cracked or leaking battery pack.
- Corrosion on the battery post.
- Tightness of connections on the battery post.
- Measure each battery pack voltage and record the reading.

POWER DISTRIBUTION AND MCB'S.

Check if any surge protection units have operated and report on findings.

1.2.6 - MAINTENANCE OF FIELD ENCLOSURE FOR CAMERAS 36, 37 & 38 (ATM).

There are two field enclosures, one is equipped with power distribution MCB's, surge protection units and a single phase 1kVA UPS. The other enclosure is equipped with MCB's, 12VDC Power Supply unit, radio frequency link module, video analytics unit and a network switch.

ENCLOSURE.

- Clean dust builds up inside enclosure.
- Change panel dust filters.
- Check all cables entries that they are properly sealed, if not repair.
- Check the neoprene tape on the door for proper sealing, if not replace.
- Check the cooling fans.

1kVA UPS.

- Measure the incoming AC supply voltage, it should read between 220-230V AC
- Check the operation of all indication LED's and alarms
- Check that all wiring terminations are tight and secure.
- Rectify any problems encountered.

SEALED BATTERY PACKS.

Visually inspect for the following:

- Cracked or leaking battery pack.
- Corrosion on the battery post.
- Tightness of connections on the battery post.
- Measure each battery pack voltage and record the reading.

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POWER DISTRIBUTION AND MCB'S.

Check if any surge protection units have operated and report on findings.

1.2.7 – MAINTENANCE OF FIELD ENCLOSURES FOR CAMERAS 22, 23, 24 & 25 (PAN & TILTS).

There are two field enclosures, one is equipped with power distribution MCB's, surge protection units and a single phase 6kVA UPS. The other enclosure is equipped with MCB's, 12VDC Power Supply unit and a radio frequency link module.

1.2.8 MAINTENANCE OF OPERATIONAL SYSTEMS (SERVERS & OTHER OT EQUIPMENT)

System Backup & Restore (Backup Procedures, Disaster Recovery Procedures & Incident Response Procedures) this must include back up of configuration and engineering data base

- Archiving of process data, System Hardening
- User Account Management
- Security Patch Management
- System Vulnerability Assessments & Risk Assessments
- System (Hardware & Software) Upgrades where required
- System Inventory List (Network Switches with their IP Addresses)
- AntiVirus & Malware Protection
- System Licenses Updates

ENCLOSURE.

- Clean dust builds up inside enclosure.
- Change panel dust filters.
- Check all cables entries that they are properly sealed, if not repair.
- Check the neoprene tape on the door for proper sealing, if not replace.
- Check the cooling fans.

6kVA UPS.

- Measure the incoming AC supply voltage, it should read between 220-230V AC
- Check the operation of all indication LED's and alarms
- Check that all wiring terminations are tight and secure.
- Rectify any problems encountered.

SEALED BATTERY PACKS.

Visually inspect for the following:

- Cracked or leaking battery pack.
- Corrosion on the battery post.
- Tightness of connections on the battery post.
- Measure each battery pack voltage and record the reading.

POWER DISTRIBUTION AND MCB'S.

Check if any surge protection units have operated and report on findings.

1.2.8 - GENERAL.

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- Contract maintenance personnel report to the *Service manager* on arrival and completion of all tasks
- Critical system failures are responded to within 12 hours of notification.
- Noncritical failures are responded to within 24 hours of notification.
- All non-stock spares and material required for maintenance and excluded from this contract, are subject to a quotation being forwarded to Arnot Power Station.
- Monthly report regarding maintenance activities is submitted to The *Service manager*.
- A formal report on call outs/breakdowns is provided to the Electrical Supervisor after each incident. The formal report contains the following information:
 - Time and date of call/breakdown
 - Condition of system at time of breakdown
 - Components/equipment that failed
 - Probable cause of failure and actions taken to rectify the fault.
 - Hours spent

1.3 Interpretation and terminology

The following abbreviations are used in this Service Information:

Abbreviation	Meaning given to the abbreviation
OBL	Outside battery limits
DC	Direct Current
AC	Alternating current
MCB	Main Circuit Breaker
SANS	South African National Standards
SABS	South African Bureau of Standards

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2 Management strategy and start up.

2.1 The Contractor's plan for the service

- i. The contractor issues a monthly report to the Service Manager as agreed between both parties. This report shall include all work done by the contractor to date, work in progress (including the status) and future work if an order is already in place during the preparation of the report and any other work that the Contractor is busy with.
- ii. Investigate, identify and report potential plant failures as per Task order.
- iii. Participate in investigations as required by the Employer.
- iv. When working near the live electrical boards or inside the substation where there is live board(s), adherence to arc flash suit standard 36-942 to ensure the safety of personnel working in the vicinity at all times.
- v.
- vi. It is the *Contractor's* responsibility to familiarise themselves with the Power Station reticulation layout, all Eskom Standards mentioned on this contract, SANS and International Standards

2.2 Management meetings

Regular meetings of a general nature may be convened and chaired by the *Service Manager* as follows:

Title and purpose	Approximate time & interval	Location	Attendance by:
Overall contract progress and feedback	Monthly on _____ at ____	<i>Employer, Contractor and premises</i>	<i>Employer, Contractor</i>

Meetings of a specialist nature may be convened as specified elsewhere in this Service Information or if not so specified by persons and at times and locations to suit the Parties, the nature and the progress of the *service*. Records of these meetings shall be submitted to the *Service Manager* by the person convening the meeting within five days of the meeting.

All meetings shall be recorded using minutes or a register prepared and circulated by the person who convened the meeting. Such minutes or register shall not be used for the purpose of confirming actions or instructions under the contract as these shall be done separately by the person identified in the *conditions of contract* to carry out such actions or instructions.

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2.3 Contractor's management, supervision and key people

Contractor to submit organo-gramme from the *Contractor* showing his people and their lines of authority / communication.

2.4 Documentation control

All communication to be send via email to the *Service manager*
Contractor to respond -within 8 hours of receiving an email / call from *Service Manager*

2.5 Invoicing and payment

The Z clauses make reference to invoicing procedures stated here in this Service Information. Also include a list of information which is to be shown on an invoice.

Within one week of receiving a payment certificate from the *Service Manager* in terms of core clause 51.1, the *Contractor* provides the *Employer* with a tax invoice showing the amount due for payment equal to that stated in the *Service Manager's* payment certificate.

The *Contractor* shall address the tax invoice to

_____ and include on each invoice the following information:

- Name and address of the *Contractor* and the *Service Manager*;
- The contract number and title;
- *Contractor's* VAT registration number;
- The *Employer's* VAT registration number 4740101508;
- Description of service provided for each item invoiced based on the Price List;
- Total amount invoiced excluding VAT, the VAT and the invoiced amount including VAT;
- (add other as required)

Add procedures for invoice submission and payment (e. g. electronic payment instructions)

2.6 Contract change management

This section is intended to deal with any additional requirements to the compensation event clauses in section 6 of the core clauses; such as the use of standard forms. Not the same thing as documentation control.

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2.7 Records of Defined Cost to be kept by the Contractor

If Option C or E applies first read clause 52.2 and then state whether the *Contractor* is required to keep any other records. Include any other constraint which may be required in regard to format and filing of the records, and whether access for the *Service Manager* shall be provided in hard copy or electronically.

Could delete if Option A applies unless the *Employer* requires some form of control over the *Contractor's* record keeping for the purpose of compensation event management.

2.8 Insurance provided by the Employer

First read TSC3 Core Clause 86.1 and then add anything necessary for the management of insurance related issues such as a cross reference to where procedures for making claims can be found. Also provide contact details for persons capable of being able to answer any insurance related queries the *Contractor* may have, as well as to whom the information required by Marine Insurance (if any) may be addressed.

2.5 Training workshops and technology transfer

Describe type and frequency of any on job training workshops, as well as any obligation for technology transfer being included as part of the *service* or at the end of the *service period*.

2.6 Design and supply of Equipment

On some complex services (e. g. nuclear) it could be in the Parties best interests that some details of the design of Equipment are shared with the *Service Manager*, not necessarily for his acceptance but as an assurance that the Equipment will be able to allow the *Contractor* to Provide the Service efficiently and without delay. For example specialised handling Equipment for a particular maintenance operation. Clause 23.1 is always available to the *Service Manager* if this paragraph is not used.

Also the *Employer* may wish to exercise constraints or include witness and hold points during manufacture, assembly or delivery of such Equipment. Include these constraints here.

Draft in such a way that there is no doubt that the liability for such design supply and use of the Equipment remains with the *Contractor*.

2.7 Things provided at the end of the *service period* for the *Employer's* use

2.7.1 Equipment

The *Employer* may wish to use some of the Equipment used by the *Contractor* after the end of the *service period*. Clause 70.2 requires that details of such requirement be stated in the Service Information. Complete here or if not applicable retain the heading and state 'None'.

2.7.2 Information and other things

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Clause 70.2 requires that information and other things which the *Contractor* is to provide at the end of the *service period* be stated in the Service Information.

2.8 Management of work done by Task Order

Only use this heading if Option X19 applies to this contract.

In some cases, all work may be done in terms of Task Orders in which case it may be logical to move this section closer to the start of this part 2 of the Service Information. In some cases, only parts of the *service* may require to be handled by Task Order, for example a major repair which has become necessary during a continuous maintenance service contract.

Please read Option X19 before drafting requirements here as much of the procedure for the administration of Task Orders is already provided in X19, for example X19.2 specifies what a task Order should include

A Task Order format could be provided in an Annexure to this Service Information.

Many considerations can apply to Task Orders, such as availability of resources, arrangements for emergency work, Task Order reporting (work carried out and service results), assessment of additional Prices for *service* not included in the Price List etc.

Clause X19.6 requires information which should be included on a Task Order programme. Further requirements for Task Orders include things to be provided by the *Employer* under a Task Order and the conditions under which the *Employer* or Others are to work.

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3 Health and safety, the environment and quality assurance

3.1 Health and safety risk management

In addition to the requirements of the laws governing health and safety, Eskom may have some additional requirements particular to the *service* and the Affected Property for this contract. The text below provides for these being attached as an Annexure to this Service Information. PLEASE ALSO READ CORE CLAUSE 27.4 TOGETHER WITH Z7 IN THE ADDITIONAL CONDITIONS OF CONTRACT TO MAKE SURE THAT WHATSOEVER IS INCLUDED IN THE ANNEXURE FOLLOWS ON FROM THOSE CLAUSES.

The Divisional/Regional Safety Risk Manager or his representative having jurisdiction over the *service* must provide the relevant safety, health and environmental (SHE) criteria for incorporation into this Service Information. The SHE specification / scope must be signed off by the Divisional/Regional Safety Risk Manager or his representative confirming that the applicable safety criteria have been taken into account.

The Commodity Manager / Buyer must refer the tender to the Divisional/Regional Safety Risk Manager or his representative in order to evaluate against enquiry-specific safety criteria.

The Divisional Safety Risk Managers who will be responsible for the allocation of resources to assist P&SCM with the above processes are as follows:

- Generation: Roley McIntyre
- Transmission: Tony Patterson
- Distribution: Alex Stramrood
- Enterprises: Jace Naidoo
- Corporate: Kerseri Pather

The *Contractor* shall comply with the health and safety requirements contained in Annexure _____ to this Service Information.

3.2 Environmental constraints and management

All works complies with relevant environmental regulations as required.

If the works include some toxic and hazardous substances during normal and routine maintenance activities, in this case the *Contractor* uses such hazardous substances in accordance with applicable regulations and procedures and are disposed of by the contractor in accordance with applicable law.

REFUSE DISPOSAL

The Employer will provide and empty special bins for refusal.
The *Contractor* will be responsible for refuse bins for his own site.

The *Contractor* ensures all workers under his control strictly adhere to the correct use of refuse bins
The full duration of the services, the *Contractor* is responsible to keep the work area clean of any rubble, and to place all refuse into the bins.

The *Contractor* shall comply with the environmental criteria and constraints stated in Annexure _____

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3.3 Quality assurance requirements

- i. The *Contractor* ensures that effective quality plans are in place prior to undertaking any task at Arnot Power Station.
- ii. The *Contractor* shall conduct a technical discussion, toolbox talk and Risk assessment prior to any work execution and they must discuss such with relevant project co-ordinator or Supervisor.
- iii. The *Contractor* shall prepare risk mitigation plan and discuss it with the Service Manager/Supervisor before carrying on with work.
- iv. The *Contractor* performs or prepares quality, safety and technical audits as instructed.
- v. For a job where the Employer deems that a quality plan is necessary, the quality control documentation is submitted to the Service manager or his delegates within 3(three) days after the job is requested, prior to start of the job.

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4 Procurement

There is a cross reference from the core clause 11.2(6) definition of Disallowed Cost to the Service Information regarding procurement procedures. This part of the Service Information MUST include any such procedures to be able to administer Disallowed Cost.

4.1 People

4.1.1 Minimum requirements of people employed

Specify any constraints relating to people employed to Provide the Service; for example, permits for foreigners, training (other than H & S), use of labour from designated areas and industrial relations.

4.1.2 BBBEE and preferencing scheme

Specify constraints which *Contractor* must comply with after contract award in regard to any Broad Based Black Economic Empowerment (B-BBEE) or preferencing scheme measures.

4.1.3 Accelerated Shared Growth Initiative – South Africa (ASGI-SA)

If the ASGI-SA requirements are to be included in this contract specify constraints which *Contractor* must comply with after contract award in regard to any ASGI-SA requirements. The ASGI-SA Compliance Schedule completed in the returnable tender schedules is reproduced here. If ASGI-SA does not apply, delete this paragraph.

The *Contractor* complies with and fulfils the *Contractor's* obligations in respect of the Accelerated and Shared Growth Initiative - South Africa in accordance with and as provided for in the *Contractor's* ASGI-SA Compliance Schedule stated below

[Insert the agreed ASGI-SA Compliance Schedule here]

The *Contractor* shall keep accurate records and provide the *Service Manager* with reports on the *Contractor's* actual delivery against the above stated ASGI-SA criteria. [Elaborate on access to and format of records and frequency of submission etc.]

The *Contractor's* failure to comply with his ASGI-SA obligations constitutes substantial failure on the part of the *Contractor* to comply with his obligations under this contract.

4.2 Subcontracting

4.2.1 Preferred subcontractors

TSC3 does not make use of nominated subcontracting, but the *Employer* may list which subcontractors or suppliers the *Contractor* is required to enter into subcontracts with. This is usually only required where specialist services need to be obtained from a particular supplier or group of suppliers in order to comply with operational standards.

4.2.2 Subcontract documentation, and assessment of subcontract tenders

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Specify any constraints on how the *Contractor* is to prepare subcontract documentation, whether use of the NEC system is compulsory or not (compulsory is recommended) and how subcontract tenders are to be issued, received, assessed (using a joint report?) and awarded.

4.2.3 Limitations on subcontracting

The *Employer* may require that the *Contractor* must subcontract certain specialised work, or that the *Contractor* shall not subcontract more than a specified proportion of the whole of the contract.

4.2.4 Attendance on subcontractors

N/A

4.3 Plant and Materials

4.3.1 Specifications

Plant and Materials are defined as items intended to be included in the Affected Property. This will refer to replacement of worn or defective parts, routine replacement as part of regular preventative maintenance and supply of spare parts. Quality is usually designed in or specified in the technical specifications. However, to cover circumstances where quality may not be prescribed, this sub-paragraph could also be used to state an overarching default requirement – fitness for purpose etc.

Either specify here or provide a list of the applicable specifications and attach them as Annexure or state where they can be obtained from.

4.3.2 Correction of defects

Due to the different nature of defects, and the different risks associated with trips, the defects correction period as specified in the Contract Data varies per defect, as indicated by the *Employer*.

Priority 1- 24 hours- All modifications which may affect the operations at Arnot Power Station
 Priority 2- 2 days- Investigations and feasibility studies.
 Priority 3-1 week- repairs

4.3.3 *Contractor's* procurement of Plant and Materials

Specify any constraints on how the *Contractor* is to order, codify, expedite, freight, import, transport to the Affected Property and any other requirements for delivery and storage before installation. The *Employer* may require warranties from suppliers to be in favour of the *Employer* and not just to the *Contractor*. The *Employer* may also need schedules of vendor data for his own use after the end of the *service period*.

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4.3.4 Tests and inspections before delivery

Core Clause 41.1 makes reference to the Service Information stating which Plant and Materials are to be inspected and tested before delivery. Specify any requirements particularly if such tests and inspections are to be carried out by agents of the *Employer* overseas.

4.3.5 Plant & Materials provided "free issue" by the *Employer*

List any Plant and Materials which are to be provided by the *Employer*.

State arrangements for collection by *Contractor* or delivery by others on behalf of the *Employer*, offloading, inspection, storage, care custody and control, return of unused Plant and Materials, etc. Always include a statement to the effect that 'all other Plant and Materials are to be provided by the *Contractor*'.

4.3.6 Cataloguing requirements by the *Contractor*

State whether cataloguing is applicable, if it is, reference the requirements for cataloguing that need to be satisfied by the *Contractor* (consult Procurement Instruction Number 1 of 2018 – Incorporating Cataloguing into the Procurement Environment, Unique Identifier 240-1289988974).

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5 Working on the Affected Property

Arnot Power Station

5.1 *Employer's site entry and security control, permits, and site regulations*

10.2 Employer's site entry and security control, permits, and site regulations

Security arrangements

The Contractor applies for access permits (Contractor's permit) at the Security gate on the start date of the contract. The Contractor personnel shall be required to be in possession of an access permit at all times.

In order to assist Protection Services with the issuing of permits and the identification of personnel on site the successful contractor is to supply a list of all personnel that he intends using on site, at least 72 hours prior to entry of the Security Area. This list must be delivered to Protection Services. The list, identified with the Contractor's name, is to contain the following information:

- Employee name
- Employee ID Number
- The Employer's Safety Coordinator's signature
- Electrical Plant Maintenance Manager signature
- Copy of the first page of the ID book of every employee of the Contractor, photocopied to reduce the size to 65%.

Access permits must be returned to protection services when the worker/s leave the site, either after completion of the services, or upon earlier termination of service of a worker during the contract period.

To speed up the process of gaining access to the site, the Contractor must compile detailed lists of all tools and equipment (including serial numbers where applicable) to be taken on site before arriving at the Power Station Security gate. An authorised copy of this list must be retained by the contractor - to be used again when the tools and equipment are removed from site after the completion of the services.

Any additional tools or equipment brought to site, or any tools or equipment removed during the contract period must be reported to protection services and all lists amended likewise. Gate release permits will not issue for the removal of any tools or equipment not specified on the tool list.

The Contractor's visitors and all personnel shall conform at all times to the security arrangements in force at the site. Application forms for visitors must be filled in by the Contractor's Site Manager and approved by the Service Manager, one day before the visit and submitted to the Employer's Protection Services office. Visitors will not be allowed on site if the necessary forms are not in the possession of the security staff.

The Chief of Protection Services may, with valid cause, remove any, of the Contractor's personnel from the site, either temporarily, or permanently. He may deny access to the site to any person whom, in the opinion of the said Chief of Protection Services, constitutes a security risk.

No unauthorised vehicles will be allowed on site. Only Contractor's Vehicles with displayed Contract Vehicle Permits disks will be allowed on site. Contract Vehicle Applications should be directed to the Service Manager.

The Contractor will be restricted to the working areas associated with his place of work. The Contractor is forbidden to enter any other areas and must ensure that his employees abide by these regulations.

No recruiting of casual labour may be done on the Employer's premises, including the area outside the Power Station Security Gate.

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10.3 Fire Precautions

Any tampering with the Employer's fire equipment is strictly forbidden.

All exit doors, fire escape routes, walkways, stairways, stair landings and access to electrical distribution boards must be kept free of obstruction, and not be used for work or storage at any time. Fire fighting equipment must remain accessible at all times.

In case of a fire, report the location and extent of the fire to the Electrical Operating Desk at extension 2559.

Take the necessary action to safeguard the area to prevent injury and spreading of the fire.

10.4 Reporting of accidents

The Employer follows an accident prevention policy that includes the investigation of all accidents involving personnel and property. This is done with the intention of introducing control measures to prevent a REOCCURRENCE of the same incidents. The Contractor is expected to fully co-operate to achieve this objective. The Service Manager must be informed immediately of any incidents and any damage to property or equipment must be reported within 12 hours.

NOTE! This report does not relieve the Contractor of his legal obligation to report certain incidents to the Department of Labour, or to keep records in terms of the Occupational Health and Safety Act, and Compensation for Occupational Injuries and Diseases Act.

10.5 Barricading and screens

The Contractor will provide and install barricades and warning devices to ensure that equipment and persons are not exposed to danger or to prevent access to dangerous areas.

All welding, flame cutting and grinding work shall be properly screened to protect persons from any injury.

All gratings shall be covered with adequate protective screening when welding or flame cutting in the vicinity.

10.6 Speed Limit

All vehicles must be driven with due consideration for personnel and property. A maximum speed limit of 40 kilometres per hour will be adhered to on the premises at all times.

Sites such as Koeberg Nuclear Power Station have very strict entrance requirements which tendering contractors need to allow for in their prices, and the *Contractor* has to comply with. State these or similar requirements here.

In addition to the above there may be other restrictions once on the site, plus rules relating to roads, walkways and the provision of barricades

5.2 People restrictions, hours of work, conduct and records

Restrictions and hours of work may apply on some sites. It is very important that the *Contractor* keeps records of his people working on the Affected Property, including those of his Subcontractors. State that the *Service Manager* shall have access to them at any time. These records may be needed when assessing compensation events.

5.3 Health and safety facilities on the Affected Property

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The Contractor must ensure that all his personnel attend a Health and Safety Induction Course prior to starting with their work. The Induction Course can, on request, be provided by the Employer and will be valid for the duration of the services.

Safety Risk Management has the right and authority to visit and inspect the Contractor's workplace or site establishment to ensure that tools, machinery and equipment comply with the minimum safety requirements.

The Service Manager shall be entitled to instruct the Contractor to stop work, without penalty to the Employer, where the Contractor's personnel fail to conform to safety standards or contravene health and safety regulations. The Service Manager is entitled to call the Contractor to discipline his employees and to submit disciplinary action, and submit a report to the Service Manager. The Contractor shall implement additional health and safety precautions where necessary.

The Contractor will provide all his personnel with the required personal protective equipment.

Risk Assessments, Pre-Job Briefs, Post – Job Briefs & Job Observations will be conducted for all jobs.

All Construction Regulation - safety requirements should also be adhered to.

- Safety Plan
- Fall Protection Plan (repairing / replacing of conveying lines using scaffolding)
- 161 and 162 appointments

10.7 (a) Health and safety facilities on the Affected Property

Medical Facilities

The Contractor provides a First Aid service to his employees and subcontractor. In the case where these prove to be inadequate, as in the event of a serious injury, the Employer's Medical Centre and facilities will be available.

Outside the Employer's office hours, the Employer's First Aid Services will only be available for serious injuries and life-threatening situations.

The Employer shall be entitled, however, to recover the costs incurred, in the use of the above Employer's facilities, from the Contractor.

5.4 Environmental controls, fauna & flora

All work complies with relevant environmental regulations as required.

If the works includes some toxic and hazardous substances during normal and routine maintenance activities. In this case the Contractor uses such hazardous substances in accordance with the applicable regulations and procedures and are disposed off by the contractor in accordance with the applicable law

Refuse Disposal

The Employer will provide and empty special colour coded bins for refuse disposal.
The Contractor will be responsible for refuse bins for his own site.

The Contractor ensures that all workers under his control strictly adhere to the correct use of refuse bins:

For the full duration of the services, the Contractor is responsible to keep the work area clean of any rubble, and to place all refuse into the bins provided.

Portable Water

The contractor may utilize water points on Site. Where no supply is available the contractor makes his own arrangements.

Electrical Power

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Existing 3 Phase 380V and single phase 220V power on site may be utilised by the contractor. Where no supplies are available the contractor supplies his own source. The employer does not guarantee uninterrupted supply.

Sanitary Facilities

Permanent facilities to serve the Power Station terrace are provided by the employer.

Waste Removal

Household waste removal to the bins, as provided on the Site by the employer, is the responsibility of the Contractor. The contractor complies with Employer's policy for waste management on Site, policy. 004/4100.

Telecommunication

Connections are available. The contractor applies via the Project Manager for a connection. Connection fees and calls are for the Contractor's account.

Office and Toilet Facilities

The Employer will provide the Contractor access to toilet facilities.

10.9 Accommodation and catering

The Contractor will be responsibility for the provision of accommodation to his personnel – the Employer does not provide accommodation.

The Contractor or any of his employees or subcontractors will be responsible for their own meals

The Contractor or any of his employees or subcontractors may go to Lunch from 12:00 to 12:45.

The Contractor shall provide everything else necessary for providing the Works.

Provided by the Contractor

The Contractor is to provide vehicles for transportation

5.5 Cooperating with and obtaining acceptance of Others

This sub-paragraph could be used to deal with two issues.

- 1) The cross reference from core clause 25.1 about cooperation generally as well as details about Others with whom the *Contractor* may be required to share the Affected Property. See clause 11.2(9) for the definition of Others.
- 2) Requirements for liaison with and acceptance from statutory authorities or inspection agencies.

5.6 Records of Contractor's Equipment

The *Contractor* shall keep records of equipment used to execute the Works e.g machine used for excavation; calibration certificates of testers used etc.

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5.7 Equipment provided by the *Employer*

The Employer will only provide rigging facilities. The *Contractor* provides all tools and equipment.

5.8 Site services and facilities

5.8.1 Provided by the *Employer*

The Employer will provide in the way of power, water, waste disposal, ablutions and fire protection (etc) on the Affected Property. The *Contractor* shall provide everything else necessary for providing the Service.

5.8.2 Provided by the *Contractor*

The *Contractor* shall provide transportation to site and administration equipment for the contract.

5.9 Control of noise, dust, water and waste

The *Contractor* shall clean all debris accumulated during work execution.

5.10 Hook ups to existing works

The *Contractor* shall comply to hook ups procedures when working on elevated areas.

5.11 Tests and inspections

5.11.1 Description of tests and inspections

The Contractor is responsible to megger test the cable after every repair and both the Employer's representative and *Contractor* shall conduct commissioning of the system.

5.11.2 Materials facilities and samples for tests and inspections

N/A

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6 List of drawings

6.1 Drawings issued by the *Employer*

This is the list of drawings issued by the *Employer* at or before the Contract Date and which apply to this contract.

Drawing number	Revision	Title