

**PROVINCIAL ADMINISTRATION OF KWAZULU-NATAL
DEPARTMENT OF PUBLIC WORKS**



KWAZULU-NATAL PROVINCE

**PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA**

BILLS OF QUANTITIES

with GCC for Construction Works - Second Edition 2010

CONTRACTUAL SECTION

ONE VOLUME APPROACH

**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAMME
PHASE 03: ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**

Project Manager

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Project QS

Mr. Dickson Adom
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Employer:

Head: Public Works
KZN Department of Public Works &
Private Bag X 9041
PIETERMARITZBURG
3200
Tel Number: 033 - 8971300
Fax Number: 033 - 8971399

Region:

Regional Manager
KZN Department of Public Works & Infrastructure
X54336
Mayville
4091
Tel Number: N/A
Fax Number: N/A

Tender Number: ZNTD 06396 W
CIDB Grading: 4GB or Higher
ECDP Number: N/A

Project Code: 065447
Document Date: As Per Tender Advert

Contracting Party: _____
CIDB Registration number: _____
Central Suppliers Database Registration Number: _____

**DPW DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAMME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**



KWAZULU-NATAL PROVINCE
PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

THE TENDER

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IMPORTANT NOTICE TO TENDERERS

Any reference to words Tender or Tenderder herein and/or in any other documentation shall be construed to have the same meaning as the words Tender or Tenderer. These forms are for internal and external use for the KZN Department of Public Works & Infrastructure, Provincial Administration of KwaZulu-Natal.

"Quality" shall mean totality of features and characteristics of a product or service that bears on the ability of the product or service to satisfy stated or implied needs.

No alternativeTenders will be accepted.

The Total (Including Value Added Tax) on the Final Summary of the Bill of Quantities must be carried to the "Offer" part only of the Form of Offer and Acceptance - T2.21

"Enterprise" shall mean the legal Tendering Entity or Tenderer who, on acceptance of the Offer, would become the contractor"

Multiple awards of tenders will be limited (unless by exception, due to circumstances), in order to spread the work amongst a large number of successful tenderers and to minimize the risk to the Department. Multiple awards shall be limited to the ceiling value of the applicable CIDB grading of the recommended tenderer, unless the previous contracts awarded, are more than 60% completed in terms of the actual scope of works of the contract and that the time expended is within the allocated timelines of the contract period of the contract. This is with specific reference to the activities based on the construction programme and concise demonstration has been given that the tenderers has the capability and resources to complete the project successfully.



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**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
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THE CONTRACT



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**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAMME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**

C1 - AGREEMENT AND CONTRACT DATA



**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**

FORM OF OFFER AND ACCEPTANCE

FORM OF OFFER AND ACCEPTANCE

Tender No - ZNTD 06396 W



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C.1.1 - FORM OF OFFER AND ACCEPTANCE

THE OFFER AND ACCEPTANCE FORM IS BOUND INTO **SECTION 1** (See end of Returnable Documents) OF THIS DOCUMENT AS PART OF THE RETURNABLE DOCUMENTS. ONCE A CONTRACT IS CONCLUDED WITH A SUCCESSFUL TENDERER, THIS PAGE WILL BE REPLACED WITH THE FILLED AND SIGNED OFFER AND SIGN ACCEPTANCE BY THE EMPLOYER AND IT WILL BECOME PART OF THE CONTRACT.

PLEASE SUBMIT THE OFFER AND ACCEPTANCE FORM WITH THE OTHER RETURNABLE DOCUMENTS.



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DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

C1.2 - CONTRACT DATA

C 1.2 CONTRACT DATA:
with GCC for Construction Works - Second Edition 2010

CONTRACT DATA FOR:

DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAMME PHASE 03: ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

Tender no: ZNTD 06396 W

The General Conditions of Contract are the clauses contained in the General Conditions of Contract (2010) (Second Edition) published by the South African Institution of Civil Engineering. Copies of these conditions of contract may be obtained through most regional offices of the South African Institution of Civil Engineering, telephone number 011 805 5947 or by visiting their website at www.saice.org.za.

CONTRACT SPECIFIC DATA

The following contract specific data are applicable to this contract:

CONTRACT VARIABLES

This schedule contains all variables specific to this document and is divided into pre-tender and post-tender categories. The pre-tender category must be completed in full and included in the tender documents. Both the pre-tender and post-tender categories form part of this **agreement**.

Spaces requiring information must be filled in, shown as 'not applicable' or deleted **but not left blank**. Where choices are offered, the non-applicable items are to be deleted. Where insufficient space is provided the information should be annexed hereto and cross referenced to the applicable clause of the schedule. Key cross reference clauses are italicised in [] brackets.

The Engineer/Principal Agent, in accordance with Clause 1.1.1.16, shall obtain the specific approval from the Employer before executing any of his functions according to the "Conditions under which Consultants are appointed", or in the event where an employee of the Employer represents the Employer, the relevant General Delegations applicable at the time of executing his/her duties as described in Clause 3.1.2.

Part 1: CONTRACT DATA PROVIDED BY THE EMPLOYER:

PRE-TENDER INFORMATION

CONTRACTING AND OTHER PARTIES

[1.1.1.15]

Employer:

Head: Public Works (KZN Department of Public Works & Infrastructure: Province of KwaZulu-Natal)

Postal address:

**Private Bag X 9041
PIETERMARITZBURG
3200**

Tel: **033 - 8971399**

Fax: **033 - 8971300**

[1.2.1.2]

Physical address:

**191 Prince Alfred Street
PIETERMARITZBURG
3200**

[1.1.1.16]

**Employers Agent 1
Mr. Dickson Adom**

Agent's service:

Project QS

Postal address:

**X54336
eThekweni
4091**

Tel: **N/A**

Fax: **N/A**

**Employers Agent 2
[Agents Name]**

Agent's service:

[Identify Agent's Service, eg. Engineer]

Postal address:

**[P.O. Box number]
[Name of town]
[Code]**

Tel: **[Tel Number including Area Code]**

Fax: **[Fax Number including Area Code]**

**Employers Agent 3
[Agents Name]**

Agent's service:

[Identify Agent's Service, eg. Engineer]

Postal address:

**[P.O. Box number]
[Name of town]
[Code]**

Tel: **[Tel Number including Area Code]**

Fax: **[Fax Number including Area Code]**

**Employers Agent 4
[Agents Name]**

Agent's service:

[Identify Agent's Service, eg. Engineer]

Postal address:

**[P.O. Box number]
[Name of town]
[Code]**

Tel: **[Tel Number including Area Code]**

Fax: **[Fax Number including Area Code]**

Tender no:	ZNTD 06396 W		
	Employers Agent 5 [Agents Name] Agent's service: [Identify Agent's Service, eg. Engineer] Postal address: [P.O. Box number] [Name of town] [Code] Tel: insert [Tel Number including Area Code] Fax: [Fax Number including Area Code]		
	Employers Agent 6 [Agents Name] Agent's service: [Identify Agent's Service, eg. Engineer] Postal address: [P.O. Box number] [Name of town] [Code] Tel: insert [Tel Number including Area Code] Fax: [Fax Number including Area Code]		
	Employers Agent 7 [Agents Name] Agent's service: [Identify Agent's Service, eg. Engineer] Postal address: [P.O. Box number] [Name of town] [Code] Tel: insert [Tel Number including Area Code] Fax: [Fax Number including Area Code]		
	Employers Agent 8 [Agents Name] Agent's service: [Identify Agent's Service, eg. Engineer] Postal address: [P.O. Box number] [Name of town] [Code] Tel: insert [Tel Number including Area Code] Fax: [Fax Number including Area Code]		
PART 1: DATA PROVIDED BY THE EMPLOYER			
[1.1.1.13]	Defects Liability Period The defects liability period is: A time measured from the date of the Certificate of Completion. Defects Liability Period is 12 Months for the whole of the Works		
Latent Defect Period			
[5.16.3]	The latent defect period is: 5 years after the Final Approval Certificate		
Documentation required before Commencement of the Works:			
[5.3.1]	The documentation required before commencement with the Works execution are;		
[4.3]	Health and Safety Plan	The Contractor shall deliver his Health and Safety Plan of the Works within 14 calendar days after notice from the Employer, prior to the Commencement Date.	
[5.6]	Initial Programme	The Contractor shall deliver his programme of work within 10 calendar days after notice from the Employer, prior to the Commencement Date.	
[6.2]	Guarantee	The Contractor shall deliver his chosen Guarantee (security) for this Works within 14 calendar days after notice from the Employer, prior to the Commencement Date.	
[8.6]	Insurance	The Contractor shall deliver his insurance for the Works within 14 calendar days after notice from the Employer, prior to the Commencement Date.	
	Cash flow by contractor	The Contractor shall deliver his Cash flow for the Works within 14 calendar days after notice from the Employer, prior to the Commencement Date.	
	Priced Bill of Quantity	The Contractor shall deliver his Priced Bill of Quantity within 14 calendar days after notice from the Employer, prior to the Commencement Date.	
	Programme	The Contractor is required to submit his Programme of Works in terms of Clause 5.6.1 and 5.3.1 and the Principal Agent is required to approve this within 7 days in terms of Clause 5.6.3	
	Other requirements		
[5.3.2]	The time to submit the documentation required before commencement with Works execution is: 14 calendar days		

	Non-Working days	
[5.8.1]	Non-Working days Special non-working days	Sundays All Nationally Recognized Public Holidays and the year end break
[5.8.1]	First Year end break - commences ends on Second Year end break - commences ends on Third Year end break - commences ends on Fourth Year end break - commences ends on	16-Dec-26 09-Jan-27 N/A N/A N/A N/A N/A
	Engineer/Principal Agent to consult with Employer	
[3.1.3]	The Engineer shall obtain the specific approval from the Employer before executing any of his functions according to the "Conditions under which Consultants are appointed", or in the event where an employee of the Employer represents the Employer, the relevant General Delegations applicable at the time of executing his/her duties.	
	Security	
[6.2.1]	The time to deliver the deed of guarantee is Prior to site hand over in terms of clause 5.3.1 and 5.3.2.	
[6.2.1]	Please see CONTRACT DATA - below to select Guarantee Option	
	Commencement Date	
	Commencement date means the date of Site Hand over that should not occur prior to the tenderer receiving one fully signed copy of the Offer and Acceptance in terms of the Form of Offer and Acceptance.	
	The Agreement comes into effect on the date when; The tenderer receives one fully completed original copy of this document , including the Schedule of Deviations (if any) The agreement ("this document") consists of; 1. Agreement and Conditions of Contract. 2. Form of Offer and Acceptance. 3. Contract Data. 4. Scope of Works. 5. Site Information. 6. Drawings & documents referred to in the 1 to 4 above. (See Form of Offer and Acceptance)	
[5.3.1]	The contractor shall commence executing the Works within 7 calendar days from the Commencement Date.	
[5.4.1]	Possession of the site will be given within 10 calendar days after the contractor has fulfilled the conditions (4.3, 5.6, 6.2, 8.6) and received the notification from the Employer of Site Hand Over where the contractor will receive one <u>fully signed</u> copy of the Form of Offer and Acceptance from the employer .	
[5.6.1]	The Contractor shall deliver his programme of work within 10 calendar days after notice from the Employer, prior to the Commencement Date.	
	CONTRACT DETAILS	
[1.1.1.33]	Works description: Refer to document C3 – Scope of Work.	
[1.1.1.30]	Site description: Refer to document C4 – Site Information.	
	Specific options that are applicable to a State organ only Where so :	
[6.10.6.2]	1) Interest rate legislation: (a) in respect of interest owed by the employer, the interest rate as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975), will apply; and (b) in respect of interest owed to the employer, the interest rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999), will apply	
	2) Lateral support insurance to be effected by the contractor:	Yes X No
	3) Payment will be made for materials and goods	Yes X No
	4) Dispute resolution by litigation	Yes No X
	5) Extended defects liability period applicable to the following elements:	Electrical, Mechanical and Civil work
[8.6.1.1.2]	The Value of material, supplied by the Employer, and not included in the Contract Price, is:	R0,00
[8.6.1.1.3]	The amount to cover Professional Fees, not included in the Contract Price, for repairing damage and loss to be included in the insurance: 30% of the Contract Price	
[8.6.1.3]	The limit for indemnity for liable insurance is:	Unlimited
[6.5.1.2.3]	The percentage allowance to cover overhead charges for contractor and subcontractors, is:	33.30%
[1.1.1.14]	Practical Completion Date	
	The Practical Completion date is: A time measured from the Commencement date.	
	For the works as a whole: The whole of the works shall be completed within:	6 Months (which shall be deemed to include all Non – Working Days, Special Non – Working Days and the year-end Builders Annual Industry Holiday Periods).
[5.5.1] [5.13.1]	The date for practical completion shall be The penalty per calendar day shall be :	To be determined 0.04% of the Contract Price, rounded to the nearest R10

	For the works in sections:
	The date for practical completion from the commencement date and the penalty per calendar day:
	Portion 1:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 2:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 3:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 4:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 5:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 6:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
[1.3.2]	The law applicable to this agreement shall be that of the: Republic of South Africa
[6.10.1.5]	The percentage advance on materials not yet built into the Permanent Works is: 80.00%
[6.10.3]	Percentage retention on amounts due to contractor is: The Percentage retention is 5%. The only security required by the Employer will be such as selected by the Contractor on the Form of Offer and Acceptance and Part 2: CONTRACT DATA PROVIDED BY THE CONTRACTOR, point 2 - Documents, of the Contract Data.
	Maximum retention is: 5.00% of the Contract Price
[6.8.1]	Notwithstanding anything to the contrary contained in the General conditions of Contract and Preliminaries, this contract could only, when the construction period exceeds 6 months and the contract exceeds R1,000,000.00, be subject to a Contract Price Adjustment Factor.
[6.8.2]	Clause 6.8.2 the last part of the sentence saying "calculated according to the formula and the conditions set out in the Contract Price Adjustment Schedule."
[6.8.3]	must be replaced by "calculated according to the Contract Price Adjustment Provisions (CPAP) Indices Application Manual for use with P0151 indices (Revised 1 January 2013)" as published by Statistics South Africa. The Contract Price Adjustment Provision (CPAP) will be subject to the most recently released indices by Statistic South Africa. Tenderers are advised that with reference to Clause 3.4.6 of the Contract Price Adjustment Provisions (CPAP) Indices Applications Manual, the Head: Public Works will not accept the submission by Tenderers of lists of additional items."
[6.8.2]	Where this contract is a Lump Sum contract, the contract will only be subject to Contract Price Adjustment Provisions (CPAP)(Revised 1 January 2013) where the contract period equals or exceeds 6 calendar months. The applicable work group shall be WG 180 for domestic buildings or WG 181 for commercial and industrial buildings only.
[5.14.5]	The following clause must be added to clause 5.14.5:
	[5.14.5.6] Upon issuance of a completion certificate the employers agent shall submit the final account within 3 calendar months to the principal agent.
[10.5]	The determinations of disputes shall be by ARBITRATION ONLY.
[10.5.3]	The number of Adjudication Board Members to be appointed is: One
[10.9.1]	Replace the last part of the clause with the following: "...on the application of either party, by the Chairman, or his nominee of the Association of Arbitrators."
	Where CPAP is applicable, the contract sum will be adjusted in accordance with the Contract Price Adjustment Provisions (CPAP) as set out in the CPAP Indices Application Manual as published by Statistics South Africa, dated 1 January 2013 and any amendments thereto:
	1) Glass etc. measured in specialist section Metalwork, will be adjusted in terms of the index for that work group unless specifically stated otherwise in the bills of quantities.
	2) In case of uninterruptible power supplies, elevators, escalators and hoists, generating sets, motor-alternator sets and intercommunication systems shall be adjusted in accordance with Work Group 170.
	3) Further to clause 3.4.6 of the CPAP Indices Application Manual, the listing of additional items for exclusion by Tenderer's, will not be permitted.
	Alternative Indices: Not Applicable
	Details of changes made to the General Conditions of Contract for construction works (2010) Second Edition
	Clause
[1.1]	[1.1.1.5] COMMENCEMENT DATE – means the actual date of Site Hand over that should not occur prior to the Tenderer receiving one fully signed copy of the Offer and Acceptance in terms of the Form of Offer and Acceptance.
	[5.12.2.2] ABNORMAL CLIMATIC CONDITIONS - means conditions over and above what could reasonably be expected for the specific locality where the Works are being executed and include inter alia excessive rain, heat, cold, wind and any other climatic condition that would not normally be experienced during the season that the Works are executed in that area. The South African Weather Service's (http://www.weathersa.co.za) 10 year average climatic conditions statistics would be what could be reasonably expected for the specific locality where the Works are executed.
	[6.2.1] CONSTRUCTION GUARANTEE – means an on demand guarantee at call obtained by the contractor from an institution approved by the employer in terms of the employer's construction guarantee form as selected in the Offer and Acceptance Form and the contract data.
	CONSTRUCTION PERIOD – means the period commencing on the commencement date and ending on the date of due completion date. This period will be deemed to commence on actual site hand over date to the contractor and end on the date of practical completion and shall include all annual industrial holiday periods, Sundays and public holidays.
	CORRUPT PRACTICE – means the offer, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
	FINAL ACCOUNT - The document prepared by the principal agent, which reflects the contract value of the works at final approval or termination.
	FRAUDULENT PRACTICE – means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any tenderer and includes collusive practise among tenderers (prior to or after the tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the tenderer of the benefits of free and open competition.
	INTEREST – the interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be in terms of the legislation of the Republic of South Africa, and in particular:

	(a) in respect of interest owed by the employer , the interest rate as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975), will apply; and
	(b) in respect of interest owed to the employer, the interest rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999), will apply
[1.1.1.16]	ENGINEER/PRINCIPAL AGENT – means the person or entity appointed by the Employer and named in the Contract Data as the Engineer/Principal Agent to act as agent of the Employer . In the event of an Engineer/Principal Agent not being appointed, then all the duties and obligations of an Engineer/Principal Agent as detailed in the Contract shall be fulfilled by a representative of the Employer as named in the Contract Data . (Hereafter referred to as Engineer)
[1.1.1.21]	GENERAL ITEMS - or preliminaries means items stipulated in the Pricing Data relating to general obligations, site services, facilities and/or items that cover elements of the cost of the work which are not considered as proportional to the quantities of the Permanent Works.
[4.4.1]	Add the following to the clause 4.4.1: "The Contract shall only use subcontractors who are duly registered with the CIDB and who has an ACTIVE status at the time of submitting the tender"
[6.2.1]	Refer to Offer and Acceptance form for the various options that the contractor may choose from in providing a form of Guarantee under "GUARANTEE OPTIONS".
[6.10.6.2]	Replace "at the prime overdraft rate, as charged by the Contractor's Bank," with "...at the interest rate as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975)." Omit "on all overdue payments from the date on which the same should have been paid..." and replace with "only after 30 calendar days from receiving written notice from the Contractor that the amount is overdue..."
[5.12.3]	SPECIAL CONDITIONS OF CONTRACT Omit clause 5.12.3 and add the following: "5.12.3. If an extension of time is granted, the Contractor shall be paid such additional time-related General Items, including for special non-working days, if applicable as are appropriate regarding to any other compensation which may already have been granted in respect of the circumstances concerned. The reasons for extension of time that would invoke payment of time related General Items are inter alia; 5.12.3.1 Failure to give possession of the site to the contractor. 5.12.3.2 Making good physical loss and repairing damage to the works where the contractor is not at risk. 5.12.3.3 Contract instructions not occasioned by default by the contractor. 5.12.3.4 Failure to issue construction information timeously or the late issue of a contract instruction following a request from the contractor. 5.12.3.5 Late acceptance by the principal agent of a design undertaken by a selected subcontractor where the contractor's obligations have been met. 5.12.3.6 Suspension or cancellation termination invoked by a nominated or selected n/s subcontractor due to default by the employer or the principal agent. 5.12.3.7 Insolvency of a nominated subcontractor. 5.12.3.8 A direct contractor. 5.12.3.9 Opening up and testing of work and materials and goods where such work is according to in accordance with the contract documents. 5.12.3.10 The execution of additional work for which the quantity included in the bills of quantities is not sufficiently accurate. 5.12.3.11 Late or failure to supply materials and goods for which the employer is responsible. 5.12.3.12 Suspension of the works."
[5.14.5.1]	Omit entire clause 5.14.5.1
[5.16.4]	Add the following new clause "5.16.4. Upon the issue of a Final Approval Certificate, unless otherwise provided in the Contract: 5.16.4.1. The performance Guarantee (if any) shall be returned within 14 days to the guarantor in terms of Clause 7."
[6.2.2]	Replace the following "...it shall be deemed that the Contractor has selected a security of ten percent retention of the value of the Works." with "...it shall be deemed that the Contractor has selected a security of a bank or insurance guarantee of 5% of the value of the Works and a payment reduction of 5% of the value certified in the payment certificate excluding value added tax."
[6.2.3]	Add to clause 6.2.3 the following "The Contractor shall provide proof of paid-up premium payments to accompany his payment certificate as proof that his performance guarantee has not expired yet. The Contractor will not receive payment without proof of the validity of their performance
[9.3.2.2]	Omit "without prejudice to the exercise of any lien the Contractor may have acquired over the Employer's property." Duties and functions of the Engineer requiring the specific approval of the Employer BEFORE execution of any part of these duties are as follows: (a) Determinations of contractors claims for extension of time (revision of the contract completion date). All claims for extension of time shall be submitted by the Engineer, together with the Engineer's recommendations, to the Employer for determination. Omit "Engineer" in clause 42.2 (b) Drawings, instructions or communications of any kind requiring variations of the works and involving EXTRA's shall NOT be given effect by the Contractor UNTIL BOTH the "Official Variation Order" and the "Financial Request for Variation Order and Additional Funds" form, as issued by the Department of Public Works, have been approved and signed by the Employer. (c) Insurance policies to be approved by the Employer within 21 days of the date of the Commencement of the Works. (d) Any notice of disagreement raised by the Contractor or written Dispute Notice given by the Contractor to the Engineer shall be submitted by the Engineer, together with the Engineer's recommendations, to the Employer for determination. (e) The issue of the certificate of practical completion, certificate of completion and the final approval certificate shall be signed and submitted by the Engineer, to the Employer for final approval and signature. The certificates shall not be considered as officially issued until signed by the
	MANAGING PROJECT DURATION (a) The Contractor shall co-ordinate his programme with all other contractors whose work may precede or be executed simultaneously to his own. The Contractor will be called upon to plan and control the project using the Project Evaluation and Review Technique (PERT) or other approved Critical Path Method (CPM) network analysis of his events and activities and those of the sub-contractors in his employ and must co-ordinate his planning with any other contractor employed on the project. A fortnightly project control report will be expected from the Contractor in writing, evaluating any gains or delays against the critical path and he should allow for all costs involved in planning reviewing and updating the programme to the satisfaction of the Principal Agent against this item. (b) Activity-and total float shall belong to the Employer. (c) The Contractor shall deliver his programme of work within 10 calendar days after notice from the Employer, prior to the Commencement Date. It is a condition of this contract that, the contractor submit to the Engineer/principal agent a detailed CPM Programme which shall be to the approval of the Engineer/principal agent. In this regard tenderers are advised to consult with the Engineer/Principal Agent as to the format and requirements of the programme as no claim whatsoever will entertained should the programme fail to meet the requirements of the Engineer/Principal Agent. Failure to submit the programme within the stipulated time may result in the contractor being held in breach of contract. The approved programme will form the basis of time management of the project and extension of time will not be guaranteed unless the Contractor has strictly complied with this provision. The programme shall make allowance for rain and the number of rain days allowed within the critical path shall be on the provisions of the clause dealing with inclement weather and claiming for delays in performance in this bill. Allowance for the above must be made under this item as no claims for failing to comply with this precondition will later be entertained.
	INCLEMENT WEATHER AND CLAIMS FOR DELAYS IN PERFORMANCE (a) The Contract Sum includes a monthly allowance of 3 working days inclement weather during which rainfall exceeds 10mm per day for months as indicated in the Scope of Works. These days shall be reflected on the critical path of the Contractor's programme as specified in MANAGING PROJECT DURATION above. (b) Claims for delays in performance due to inclement weather shall be calculated separately for each calendar month and for the project as a whole. Delays or gains to the critical path shall be reflected in all revisions of the programme. An extension of time will only be granted where the following conditions are met: (i) The criteria to be used for WORK stoppages shall be for safety hazards or poor quality of work. (ii) The Employer's site representative or the Employer's Principal Agent, if the site representative is not available shall be notified when the Contractor stops the work and intends to claim performance delays. The Employer representative shall inspect the situation together with the Contractor and give an immediate decision.

1. The stoppage claimed must cause a delay in the Completion Date of work. If the critical activities can proceed and a non-critical activity is delayed due to inclement weather no claims for delay shall be granted.
2. No claims for stoppages less than 2(two) hours per day shall be considered.
3. Claims granted for more than 2 (two) hours, but less than 10 (ten) hour (lunch included) day, shall be added together and expressed as full days.
4. All claims shall be submitted in writing to the Principal Agent within one working day of the actual stoppage.
5. The total delay in performance granted to the Contractor expressed in days shall be added to the contractual Completion Date of each section of the Works. The contractual penalty clause shall only come into effect after this newly arrived date.
6. Total delays (in hours) will be rounded up or down to the nearest integer for the calculation of Working Days. The total hours (including lunch) per Working Day shall be 10 unless otherwise indicated on the Contractor's programme.
7. Where the programmed delays for inclement weather exceed the actual delays incurred the Completion Date(s) will not be adjusted.
8. Where the project includes builder's holidays the programmed durations for inclement weather shall be adjusted pro-rate to the actual Working Days.

9. The total of all monthly delays due to inclement weather shall be calculated in accordance with the example given below:

Description		Months					Total
		Sept	Oct	Nov	Dec	Jan	
	Hours	Hours	Hours	Hours	Hours	Hours	Hours
Programmed	Rain days	0	30	30	15	15	90
Actual	Rain days	16	22	35	15	18	106
Difference		-16	8	-5	0	-3	-16
Estimated Extension of time - in working days							2

8 hrs/day*

See point 5.2 in the Scope of Works for the specific days the tenderer must allow for in this contract.

Tender no: ZNTD 06396 W Part 2: CONTRACT DATA PROVIDED BY THE CONTRACTOR:

POST-TENDER INFORMATION

Note: All information for this section requires consultation with the Contractor. The Engineer/Principal Agent shall not pre-select any of the alternatives available to the Contractor.

1 CONTRACT DETAILS

[1.1.1.9]

Contractor Name:

[1.2.1.2]

Postal address:

Tel no

Fax no

Tax / VAT Registration No:

e-mail

Physical address:

[1.1.1.10]

The accepted contract price inclusive of tax is R :

[Amount in words]

Payment Of Preliminaries (Clause 6.7, 6.8, 6.10 and 6.11)

The preliminaries amounts shall be paid in terms of:

*Alternative A

Yes

**Alternative B

N/A

* Assessed by the Engineer/Principal Agent as an amount prorated to the value of the Work duly executed in the same ratio as the Preliminaries bears to the Contract Price excluding VAT, Preliminary amount, Contingencies and any CPAP.

** Calculated from the priced Bill of Quantity/Lump Sum document. The Contractor and the Engineer/Principal Agent shall agree on a division of the priced Preliminaries items into: initial establishment charge, monthly charge and final disestablishment charge.

If the Contractor and the Engineer/Principal Agent can not agree, within 10 Working Days from the Commencement Date, on such a division then the Engineer/Principal Agent shall make a division of the Preliminaries to be incorporated in the valuations for each monthly payment certificate as follows;

10% of the General Items/Preliminaries amount shall not be varied

15% of the General Items/Preliminaries shall only be varied in proportion of the Contract Price to the Contract Sum

75% of the General Items/Preliminaries shall be varied in proportion to the revised Construction Period compared with the initial Construction Period.

Alternative A

Adjustment of Preliminaries (Clause 6.7, 6.8, 6.10 and 6.11)

For the adjustment of Preliminaries both the Contract Sum and the Contract Value (including tax) shall exclude the amount of Preliminaries, all Contingency Sum(s) and any provision for Cost Price Adjustment Provisions:-

- An amount which shall not be varied.

- An amount varied in proportion to the contract value as compared to the Contract Sum.

- An amount varied in proportion to the Construction Period as compared to the initial Construction Period (excluding revisions to the Construction Period to which the Contractor is not entitled) to adjustment of the Contract Value in terms of the agreement.

The Contractor shall provide a breakdown of charges (including tax) within 15 working days of the date of acceptance of tender and, where applicable, an apportionment of Preliminaries per section

If the Contractor and the Principal Agent cannot agree, within ten (10) Working Days from the Commencement Date, on such a division then the Principal Agent shall make a division of the Preliminaries to be incorporated in the valuations for each monthly payment certificate as follows;

10% of the amount shall not be varied

15% varied in proportion of the Contract Value to the Contract Sum

75% varied in proportion to the revised Construction period compared with the initial Construction Period

Sectional Completion : Subdivision of Preliminaries Costs

For the adjustment of preliminaries for sections of the work the value of fixed, value, and time related amounts of the preliminaries for each section is required. The contractor is to provide such information within fifteen (15) working days of taking possession of the site, failing which the categorised preliminaries amounts shall be prorated to the value of each section.

The above shall apply equally for projects where sectional completion was not contemplated at tender stage but subsequently occurred on an adhoc basis during construction of the works as agreed between the client and the employer. The original priced categorised amounts for fixed, value, and time related amounts shall be prorated to the value of each section.

When an extension of time has been granted in terms of the GCC and the preliminaries require to be adjusted accordingly, the pertinent sectional (subdivided) categorised preliminaries amounts shall be utilised, where applicable and not the overall preliminary amounts.

Where sectional completion is required in terms of the agreement, the Contractor shall provide the Principal Agent with the division of the above categorized amounts into sections. Should the Contractor fail to provide such information within the period stipulated the categorized amounts shall be prorated to the value of each section.

YES ☐ yes / no

or

Alternative B

The Contractor shall within 15 working days of the date of possession of the site provide the Principal Agent with a detailed breakdown of Preliminaries amounts for the works as a whole, or per section where applicable, including administrative and supervisory staff charges and for the use of construction equipment in terms of the programme.

NO ☐ yes / no

The contractor is informed that only option 'A' shall apply

2 DOCUMENTS

Contract documents marked and annexed hereto:

Priced Bills of Quantities:

Yes ☐

No ☐

Lump Sum document: :

Yes ☐

No ☐

Guarantee Options:

Not applicable

2.2 DESIGN BRIEF

Not applicable

☐

YES or NO

2.3 DRAWINGS

☐

YES or NO

See list of drawings/Annexure's attached to this document.

☐

YES or NO

2.4 DESIGN PROCEDURES

☐

YES or NO

Not applicable

Contract drawings:

Yes ☐

No ☐

Other documents:

Waiver of the Contractors lien or right of continuing possession is required.

YES ☐

GUARANTEE OPTIONS

The Tenderer agrees to provide a bank or insurance guarantee in accordance with clause 6.2.3 of the Conditions of the GCC2010 Contract within the period stated in the Contract Data. This guarantee shall be for a sum equal to an amount stated in the Contract Data.

Guarantees submitted must be issued by either an insurance company duly registered in terms of the Insurance Act (Long Term Insurance Act No 52 of 1998 or Short Term Insurance Act No 53 of 1998) or by a bank duly registered in terms of the Banks Act No 94 of 1990, on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.

(a) the tenderer accepts that in respect of contracts up to R1 million, a payment reduction of 5% of the contact value will be applicable and will be reduced by the Employer in terms of the applicable conditions of contract.

(b) in respect of contracts above R1 million, the Tenderer offers to provide security as indicated below: select one option

(i) cash deposit of 10 % of the Contract Price

(ii) bank or insurance Performance Guarantee of 10 % of the Contract Price

(iii) cash deposit of 5% of the Contract Price and a payment reduction of 5% of the value certified in the payment certificate (excluding VAT)

(iv) bank or insurance guarantee of 5% of the Contract Price and a payment reduction of 5% of the value certified in the payment certificate (excluding VAT)

NOTE: Where the Tenderer has not selected one of the guarantee options above, the default option will be as if the Tenderer has selected a security of a bank or insurance guarantee of 5% of the value of the Works and a payment reduction of 5% of the value certified in the payment certificate excluding value added tax. - See GCC2010 clause 6.2.2 as amended in Contract Data.

3 SIGNATURES OF THE CONTRACTING PARTIES

Thus done and signed at.....onof.....20.....

Name of signatory

for and behalf of the **Employer** who by signature hereof

Capacity
of signatory

as Witness.

Thus done and signed at.....onof.....20.....

Name of signatory

for and behalf of the **Contractor** who by signature hereof

Capacity of signatory

as Witness.



DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

C1.3 - FORM OF GUARANTEE

**C1.3 PERFORMANCE GUARANTEE -
GCC FOR CONSTRUCTION WORKS (2nd Edition - 2010)**

Head: Public Works
KZN Department of Public Works:
Private Bag X 9041
PIETERMARITZBURG
3200

Sir,

ON DEMAND PERFORMANCE GUARANTEE

Tender Number ZNTD 06396 W

Project Code 065447

For use with the General Conditions of Contract for Construction Works, Second Edition, 2010.

GUARANTOR DETAILS AND DEFINITIONS

"Guarantor" means: _____

Physical Address: _____

"Employer" means: The Provincial Administration of KwaZulu-Natal in its Department of Public Works

"Contractor" means: _____

"Engineer" means: _____

"Works" means:

**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION
PROGRAME PHASE 03: ETHEKWINI REGION: NGCOLOSI
SECONDARY SCHOOL**

"Site" means: _____

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

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

Amount in Words:

--

"Guaranteed Sum" means: The maximum aggregate amount of: 10%
Of Contract Sum

Amount in Words: _____

"Expiry Date" means: _____

CONTRACT DETAILS

Engineer Issues: Interim Payment Certificates, Final Payment Certificates and the Certificate Completion of the Works as defined in the Contract.

PERFORMANCE GUARANTEE

- 1 The Guarantor's liability shall be limited to the amount of the Guaranteed Sum.
- 2 The Guarantor's period of liability shall be from and including the date of issue of this Performance Guarantee and up to and including the Expiry Date or the date of issue by the Engineer of the Certificate of Completion of the Works or the date of payment in full of the Guaranteed Sum, whichever occurs first. The Engineer and/or the Employer shall advise the Guarantor in writing of the date on which the Certificate of Completion of the Works has been issued.
- 3 The Guarantor hereby acknowledges that:
 - 3,1 any reference in this Performance Guarantee to the Contract is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a suretyship;
 - 3,2 its obligation under the Performance Guarantee is restricted to the payment of money.
- 4 Subject to the Guarantor's maximum liability referred to in 1, the Guarantor hereby undertakes to pay the Employer the sum certified upon receipt of the documents identified in 4.1 to 4.3:
 - 4,1 A copy of a first written demand issued by the Employer to the Contractor stating that payment of a sum certified by the Engineer in an Interim or Final Payment Certificate has not been made in terms of the Contract and failing such payment within seven (7) calendar days, the Employer intends to call upon the Guarantor to make payment in terms of 4.2;
 - 4,2 A first written demand issued by the Employer to the Guarantor at the Guarantor's physical address with a copy to the Contractor stating that a period of seven (7) days has elapsed since the first written demand in terms of 4.1 and the sum certified has still not been paid;
 - 4,3 A copy of the aforesaid payment certificate which entitles the Employer to receive payment in terms of the Contract of the sum Certified in 4.
- 5 Subject to the Guarantor's maximum liability referred to in 1, the Guarantor undertakes to pay to the Employer the Guaranteed Sum or the full outstanding balance upon receipt of a first written demand from the employer to the Guarantor at the Guarantor's physical address calling up this Performance Guarantee, such demand stating that:
 - 5,1 the Contract has been terminated due to the Contractor's default and that this Performance Guarantee is called up in terms of 5; or
 - 5,2 a provisional or final sequestration or liquidation court order has been granted against the Contractor and that the Performance Guarantee is called up in terms of 5; and
 - 5,3 the aforesaid written demand is accompanied by a copy of the notice of termination and/or the provisional/final sequestration and/or the provisional liquidation court order.
- 6 It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of 4 and 5 shall not exceed the Guarantor's maximum liability in terms of 1.
- 7 Where the Guarantor has made payments in terms of 5, the Employer shall upon the date of issue of the Final Payment Certificate submit an expense account to the Guarantor showing how all monies received in terms of this Payment Guarantee have been expended and shall refund to the Guarantor any resulting surplus. All monies refunded to the Guarantor in terms of this Performance Guarantee shall bear interest at the prime overdraft rate of the Employer's bank compounded monthly and calculated from the date payment was made by the Guarantor to the Employer until the date of refund.
- 8 Payment by the Guarantor in terms of 4 or 5 shall be made with seven (7) calendar days upon receipt of the first written demand to the Guarantor.
- 9 Payment by the Guarantor in terms of 5 will only be made against the return of the original Performance Guarantee by the Employer.

- 10 The Employer shall have the absolute right to arrange his affairs with the Contractor in any manner which the Employer may deem fit and the Guarantor shall not have the right to claim his release from this Performance Guarantee on account of any conduct alleged to be prejudicial to the Guarantor.
- 11 The Guarantor chooses the physical address as stated above for the service of all notices for all purposes in connection herewith.
- 12 This Performance Guarantee is neither negotiable nor transferable and shall expire in terms of 2, where after no claims will be considered by the Guarantor. The original of this Guarantee shall be returned to the Guarantor after it has expired.
- 13 This Performance Guarantee, with the required demand notices in terms of 4 or 5, shall be regarded as a liquid document for the purposes of obtaining a court order.
- 14 Where this Performance Guarantee is issued in the Republic of South Africa the Guarantor hereby consents in terms of Section 45 of the Magistrate's Court Act No 32 of 1944, as amended, to this jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.

Signed at

Date

Guarantor's signatory (1)

Capacity

Guarantor's signatory (2)

Capacity

Witness signatory (1)

Witness signatory (2)



KWAZULU-NATAL PROVINCE
PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

PART C2 - PRICING DATA

C2.1 PRICING INSTRUCTIONS

GCC FOR CONSTRUCTION WORKS (Second Edition 2010)

Project title:	DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03: ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL		
Tender no:	ZNTD 06396 W	Project Code:	065447

C2.1 Pricing Instructions

	Where any item is not relevant to this specific contract, such item is marked N/A (signifying "not applicable") The adjustment of the preliminaries each item priced is to be allocated to one or more of the three categories by insertion of "F", "V", "T" as the case may be against the price in the "rate" column immediately preceding the "amount" column, where "F" denotes a fixed amount (amount not varied), "V" denotes an amount variable in proportion to value and "T" denotes an amount variable in proportion to time.
1	MASSES AND MEASURING UNITS These shall be in accordance with the Measuring Units and National Measuring Standards Act No. 76 of 1973 and amendments thereto. The pages of each of these documents are numbered consecutively and before the Tenderer submits his tender he should check the number of pages, and if any are found missing or duplicated, or the figures or writing indistinct, or the documents contain any obvious error, he should apply to the Head : Public Works AT ONCE and have same rectified as no liability whatsoever will be admitted by the Administration in respect of errors in Tender due to the foregoing.
2	PRICES FOR VARIATIONS Where prices or quotations for variations are submitted by the Contractor during the currency of the Contract, it is to be clearly understood that these are for the purpose of consideration by the Head : Public Works and that there is no assumption of acceptance. The Contractor will be notified of acceptance of prices or quotations either by insertion of the amount on the variation order or by written intimation.
3	SCALE The scale to which the Drawings are made is only to be made use of when no figured dimensions are given either on the Drawings or in the tender documents and the figured dimensions are always to be followed though they may not coincide with the scale of the Drawings, but dimensions where possible are to be taken from the buildings.
4	PROVISIONAL ITEMS All items described as "Provisional" shall be used as directed by the Employer and measured and valued or paid for. No work for which "Provisional" items are allowed shall be commenced without written instructions from the Head : Public Works.

5	TIMELY ORDERING OF MATERIALS The Contractor is warned to place all orders for materials or special articles as early as possible, as he will be held solely responsible for any delay in the delivery of such goods. Nevertheless this tender is conditional upon no liability being attached to the Contractor if delivery of materials is rendered impossible by reason of any act of the Government.
6	ELECTRICAL LIGHTING, POWER AND WATER The Contractor shall provide any artificial lighting which may be necessary or required for the proper execution of the works, and provide electric power and water required by all Sub-Contractors, Nominated Sub-Contractors and Sub-Contractors appointed directly by the Employer. The Contractor shall give all notices and pay all fees in connection with temporary electrical and water connections and shall connect temporary Electrical and Water meters for and pay for all current and water consumed. Tenderers are advised that the permanent light fittings and water points of any kind installed in the Works are not to be used to provide temporary lighting and supplement water requirements for construction purposes.
7	IMPORT PERMITS, DUTIES AND SURCHARGES. All tenders by means of which imported products are being called for, must use the rate of exchange 14 days prior to the closing date indicated in the tender documents. If this day falls on a weekend or public holiday, the next working day must be used. Furthermore, Tenderers must submit documentary proof (in the form of a certified copy) from their bank or legally recognised financial institution, clearly indicating what the rate of exchange was 14 days prior to the closing date, as mentioned above. Together with this, the Tenderer must confirm that the tender price relating to an imported product, was based on the rate of exchange 14 days prior to the closing date as mentioned above.
8	STANDARD SYSTEM OF MEASUREMENT WHERE BILLS OF QUANTITIES FORM PART OF THE TENDER DOCUMENTS The work executed under this Contract has been measured in accordance with the; Standard System of Measuring Builders Work (7th Edition) including all amendments unless descriptions of items indicate a deviation and it shall be understood that the system of measurement which is herein adopted is the only system of measurement which will be recognised in connection with this contract. Any contradictions to this system of measurement contained in the "Model Preambles for Trades 2008" shall be disregarded (unless same have been accommodated in the system of measurement) but applicable rates shall be included for all requirements stated and not measured separately in compliance with this system.
9	PRICING OF ROCK EXCAVATIONS It is a condition of this tender that should the tenderer elect to price the Rock Excavation included in this tender, the rates must be market related and should be identically priced for the same classification of excavations and not vary for similar billed items in the different sections.

10	BROAD BASED BLACK ECONOMIC EMPOWERMENT - It is the deliberate policy of the Provincial Administration of KwaZulu-Natal to foster and to encourage the economic empowerment of Black South Africans. This policy will be implemented without prescription and without prejudicing the principles and the integrity of the Provincial Administration of KwaZulu-Natal. Subject to these constraints and also subject to good business practise and commercial consideration, it is therefore considered appropriate that the Provincial Administration of KwaZulu-Natal should encourage business relationships with companies which actively pursue Affirmative Action and Black Economic Empowerment Programmes. - In responding to this tender you are therefore encouraged to devote attention to these two subjects of Affirmative Action and Economic Empowerment. In addition, in considering the appointment of sub-contractors, you are requested to extend the spirit of these policies. - The foregoing enunciations of this policy are not intended to be prescriptive nor to preclude any individual or operation from responding to this tender.				
11	REGISTRATION ON THE CENTRAL SUPPLIERS DATABASE - In terms of the Public Finance Management Act (PFMA), 1999 (Act No 1 of 1999) Section 38 (1) (a) (iii) and 51 (1) (iii) and Section 76 (4) of PFMA National Treasury developed a single platform, The Central Supplier Database (CSD) for the registration of prospective suppliers including the verification functionality of key supplier information. - Prospective suppliers will be able to self - register on the CSD website: www.csd.gov.za - Once the supplier information has been verified with external data sources by National Treasury a unique supplier number and security code will be allocated and communicated to the supplier. Suppliers will be required to keep their data updated regularly and should confirm at least once a year that their data is still current and updated. - Suppliers can provide their CSD supplier number and unique security code to organs of state to view their verified CSD information. - Tenderers are required to fill in clearly, legibly, in bold print and black ink their CSD supplier number in the space hereunder: <table border="1" data-bbox="172 1323 1524 1478"> <tr> <td data-bbox="172 1323 687 1395">Name of Supplier</td><td data-bbox="687 1323 1524 1395"></td></tr> <tr> <td data-bbox="172 1395 687 1478">Central Supplier Database (CSD) Supplier Number:</td><td data-bbox="687 1395 1524 1478"></td></tr> </table>	Name of Supplier		Central Supplier Database (CSD) Supplier Number:	
Name of Supplier					
Central Supplier Database (CSD) Supplier Number:					
12	TAX CLEARANCE REQUIREMENTS It is a condition of tender that the taxes of the successful tenderer must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the Tenderer's tax obligations. It is a condition of this Offer of Commission that your practice remains in good standing with SARS (South African Revenue Services) in terms of its tax clearance, during the project, which is required to process your payment certificates. - In order to meet this requirement tenderers are required to apply via e-filing at any SARS branch office nationally. The Tax Compliance Status (TCS) requirements are also applicable to foreign Tenderers / individuals who wish to submit Tenders. - SARS will then furnish the Tenderer with a Tax Compliance Status (TCS) PIN that will be valid for a period of 1 (one) year from the date of approval. - In tenders where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Compliance Status (TCS) PIN. - Application for Tax Compliance Status (TCS) PIN can be done via e-filing at any SARS branch office nationally or on the website www.sars.gov.za.				

- 5 Tax Clearance Certificates may be printed via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.
- 6 Tax Clearance Certificates may be printed via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

Security PIN Number

Company / Entity Tax
Reference Number

13 BILLS OF QUANTITIES/LUMP SUM DOCUMENT

The Bills of Quantities document forms part of and must be read and priced in conjunction with all the other documents forming part of the contract documents, the Standard Conditions of Tender, Conditions of Contract, Standard Preambles to all Trades, Specifications, Drawings and all other relevant documentation.

14 VALUE ADDED TAX

The tender price must include for Value Added Tax (VAT). All rates, provisional sums, etc. in the Bills of Quantities must however be net (exclusive of VAT) with VAT calculated and added to the Total Value thereof in the Final Summary.

15 FIXED PRICE CONTRACT

Should the Bills of Quantities/Lump Sum Document be a fixed price contract, the following clause must be inserted in the Pricing Instructions:

Tenderders are to take note that the contract price adjustments are not applicable to this contract. Tenderders should therefore make provision in the Contract Sum, schedule of rates, etc. for possible price increases during the contract period, as no claims in this regard shall be entertained.



KWAZULU-NATAL PROVINCE
PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

C2.2 - Preliminaries for GCC for Construction works - 2nd Edition 2010

DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

BILL NO. 1**C2 .2 PRELIMINARY AND GENERAL**

	NOTES	UNIT	QUANTITY	RATE	AMOUNT
i)	The agreement is to be the General Conditions of Contract for Works of Civil Engineering Construction (2010) (Second Edition) , published by the S. A. Institution Of Civil Engineering.				
ii)	The Preliminaries are to be the Construction and management requirements for works contracts - Part 1: General engineering and construction works (SANS 1921-1: 2004 Edition 1) prepared by Standards South Africa and shall be deemed to be incorporated herein.				
iii)	Tenderers are referred to the abovementioned documents for the full intent and meaning of each clause thereof (hereinafter referred to by heading and clause number only) for which such allowance must be made as may be considered necessary.				
iv)	Where standard clauses or alternatives are not entirely applicable to this contract such modifications, corrections or supplements as will apply are given under each relevant clause heading.				
v)	Where any item is not relevant to this specific contract such item is marked N/A (signifying "not applicable").				
vi)	Adjustment of the preliminaries: each item priced, is to be allocated to one or more of the three categories, where "F" denotes a fixed amount (amount not to be varied), "V" denotes an amount variable in proportion to value and "T" denotes an amount in proportion to time.				
vii)	Time (T) related Preliminaries will only be adjusted for omissions or additions, issued by the Employer, or delays caused by the Employer, for which variation and extension of time has been granted. See Contract Data .				
	SECTION A: GENERAL CONDITIONS OF CONTRACT				
A1	General (clause 1) F:..... V:..... T:.....	Item			
A2	Basis of Contract (clause 2) F:..... V:..... T:.....	Item			
A3	Engineer (clause 3) F:..... V:..... T:.....	Item			
A4	Contractor's General Obligation (clause 4) F:..... V:..... T:.....	Item			
A5	Time and Related Matters (clause 5) - As referred to in the Contract Data under Special Condition of Contract. The Contract Period shall be deemed to include all Non – Working Days, Special Non – Working Days and the year-end Builders Annual Industry Holiday Periods. F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
A6	Payment and Related Matters (clause 6) F:..... V:..... T:.....	Item			
A7	Quality and Related Matters (clause 7) F:..... V:..... T:.....	Item			
A8	Risk and Related Matters (clause 8) F:..... V:..... T:.....	Item			
A9	Termination of Contract (clause 9) F:..... V:..... T:.....	Item			
A10	Claims and Disputes (clause 10) F:..... V:..... T:.....	Item			
SECTION B: SANS 1921-1:2004 (Edition 1): CONSTRUCTION AND MANAGEMENT REQUIREMENTS FOR WORKS CONTRACTS: PART 1					
Refer to the SCOPE OF WORK for detail requirements:					
B1	Scope F:..... V:..... T:.....	Item			
B2	Normative references F:..... V:..... T:.....	Item			
B3	Definitions F:..... V:..... T:.....	Item			
B4	Requirements for construction and management F:..... V:..... T:.....	Item			
B4.1	General F:..... V:..... T:.....	Item			
B4.2	Responsibilities for design and construction F:..... V:..... T:.....	Item			
B4.3	Planning, programme and method statements F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
B4.4	Quantity assurance F:..... V:..... T:.....	Item			
B4.5	Setting out F:..... V:..... T:.....	Item			
B4.6	Management and disposal of water F:..... V:..... T:.....	Item			
B4.7	Blasting F:..... V:..... T:.....	Item			
B4.8	Works adjacent to services and structures F:..... V:..... T:.....	Item			
B4.9	Management of the Works and site F:..... V:..... T:.....	Item			
B4.10	Earthworks F:..... V:..... T:.....	Item			
B4.11	Testing F:..... V:..... T:.....	Item			
B4.12	Materials, samples and fabrication drawings F:..... V:..... T:.....	Item			
B4.13	Equipment F:..... V:..... T:.....	Item			
B4.14	Site establishment F:..... V:..... T:.....	Item			
B4.15	Survey control F:..... V:..... T:.....	Item			
B4.16	Temporary works F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
B4.17	Existing services F:..... V:..... T:.....	Item			
B4.18	Health and safety F:..... V:..... T:.....	Item			
B4.19	Environmental requirements F:..... V:..... T:.....	Item			
B4.20	Alterations, additions, extensions and modifications to existing works F:..... V:..... T:.....	Item			
B4.21	Inspection of adjoining structures, services, buildings and property F:..... V:..... T:.....	Item			
B4.22	Attendance on nominated and selected subcontractors F:..... V:..... T:.....	Item			
SECTION C: SCOPE OF WORK in accordance with SANS 10403 (The reference to Clauses refer to Table B.1 of SANS 1921-1:2004)					
C1	Certification by recognised bodies - CLAUSE 4.4 F:..... V:..... T:.....	Item			
C2	Agrément certificates - CLAUSE 4.5 F:..... V:..... T:.....	N/A			
C3	Other services and facilities - CLAUSE 4.8 F:..... V:..... T:.....	Item			
C4	Recording of weather - CLAUSE 5.2 F:..... V:..... T:.....	Item			
C5	Management meetings - CLAUSE 5.3 F:..... V:..... T:.....	Item			
C6	Daily records CLAUSE 5.6 F:..... V:..... T:.....	Item			
C7	Bond and guarantees - CLAUSE 5.7 F:..... V:..... T:.....	Item			
Carried forward to collection			R		

		UNIT	QUANTITY	RATE	AMOUNT
C8	Permits - CLAUSE 5.9 F:..... V:..... T:.....	Item			
C9	Proof of compliance with the law - CLAUSE 5.10 F:..... V:..... T:.....	Item			
SECTION D: SPECIFICATION DATA ASSOCIATED WITH SANS 1921-1:2004 (Table A.1)					
D1	Requirements for drawings, information and calculations for which the contractor is responsible CLAUSE 4.1.7 F:..... V:..... T:.....	Item			
D2	The responsibility strategy assigned to the contractor for the works CLAUSE 4.2.1 F:..... V:..... T:.....	Item			
D3	The planning, programme and method statements - CLAUSE 4.3 F:..... V:..... T:.....	Item			
D4	Samples of materials, workmanship and finishes - CLAUSE 4.12.1 F:..... V:..... T:.....	Item			
D5	Fabrication drawings that the contractor is to provide and deliver to the employer - CLAUSE 4.12.2 F:..... V:..... T:.....	Item			
D6	Office for the foreman CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D7	Telephone - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D8	Office for inspector of works - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D9	Telephone in office for inspector of works - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D10	Sheds - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
D11	Provision and erection of signboards - CLAUSE 4.14.6 F:..... V:..... T:.....	Item			
D12	Termination, diversion or maintenance of existing services - CLAUSE 4.17.1 F:..... V:..... T:.....	Item			
D13	Services which are known to exist - CLAUSE 4.17.3 F:..... V:..... T:.....	Item			
D14	Detection apparatus - CLAUSE 4.17.4 F:..... V:..... T:.....	Item			
D15	Additional health and safety requirements - CLAUSE 4.18 F:..... V:..... T:.....	Item			
	SECTION E: SPECIFIC PRELIMINARIES <u>Section E contains Specific Preliminary items which apply to this contract except where "N/A" (Not Applicable) appears against the item.</u>				
E1	PROPRIETARY BRANDED PRODUCTS The contractor shall take delivery of, handle, store, use apply and/or fix all proprietary branded products in strict accordance with the manufacturers' instruction after consultation with the manufacturer's authorised representative. F:..... V:..... T:.....	Item			
E2	OVERTIME Should overtime be required to be worked for any reason whatsoever, the costs of such overtime are to be borne by the Contractor unless the Engineer/Principal Agent has specifically authorised in writing, prior to the execution thereof, that costs for such overtime are to be borne by the Employer. F:..... V:..... T:.....	Item			
E3	AS BUILT DRAWINGS The position of construction breaks and the extent of individual concrete pours are to be recorded by the Contractor on the Structural Engineer's drawings and are to be submitted to the Engineer/Principal Agent and the Structural Engineer for their records. F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

SECTION E: SPECIFIC PRELIMINARIES		UNIT	QUANTITY	RATE	AMOUNT
E4	SITE INSTRUCTIONS Site Instructions issued on site are to be recorded in triplicate in a Site Instruction book which is to be maintained on site by the Contractor. F:..... V:..... T:.....	Item			
E5	LABOUR RECORD At the end of each week the Contractor shall provide the Engineer/Principal Agent with a written record, in schedule form, reflecting the number and description of tradesmen and labourers employed by him and all sub-contractors on the works each day. F:..... V:..... T:..... <i>Note : In the event that the contractor fails to satisfy the requirements of this specification, the Employer (Head: Public Works) may apply any of the sanctions provided in the contract. Sanctions may include the application of a financial penalty of .04% of the Contract Sum per calendar day of which the required report has not been submitted.</i>	Item			
E6	PLANT RECORD At the end of each week the Contractor shall provide the Engineer/Principal Agent with a written record, in schedule form, reflecting the number, type and capacity of all plant, excluding hand tools, currently used on the works. F:..... V:..... T:.....	Item			
E7	NON CESSION OF MONIES The Contractor shall not cede nor assign his rights or claims to any monies due or to become due under this contract. F:..... V:..... T:.....	Item			
E8	SECTIONAL COMPLETION When it is required that the contract be executed in sections or portions, the tenderer shall allow for all costs in this regard as no claim for additional costs will be entertained. F:..... V:..... T:.....	Item			
E9	LOCAL LABOUR It is a general requirement of this contract that persons normally resident in the locality of the works (Local Labour) be given preference for employment on the contract. Provided, however, that should adequate and appropriate Labour not be available within the locality, others may be employed subject to satisfactory proof being provided that every reasonable endeavour has been made to employ Local Labour. The Contractor shall identify the local community leaders with the purpose of negotiating with them regarding the utilization of Local Labour in the construction process. In this regard, the Contractor shall furthermore give preference, wherever possible to the employment of single heads of households, women and youth. The Contractor shall, in general, maximize the involvement of the local community. F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
E10	IMPORT PERMITS AND DUTIES The responsibility for obtaining the necessary import permits shall rest with the successful Tenderer. No foreign exchange will be arranged or provided by the Administration. Tenderers are to allow in their tenders and pay the ordinary levy imposed on imported items in terms of item 196.10 of Part 8 of Schedule No. 1 of the Customs and Excise Act, 1964 with effect from 1 October 1989. F:..... V:..... T:.....	Item			
E11	CONTRACT PRICE ADJUSTMENT PROVISIONS (CPAP) Notwithstanding anything to the contrary contained in the GCC for Construction Works 2010 2nd Edition, this Contract shall only when the Construction Period exceeds 6 months and the Contract sum exceeds R1,000,000,00 be subject to the Contract Price Adjustment Provisions Indices Application Manual for use with P0151 indices (CPAP) (Revised 1 January 2013) as published by Statistics South Africa. Tenderers are advised that with reference to Clause 3.4.6 of the Contract Price Adjustment Provisions (CPAP) Indices Applications Manual, the Head: Public Works <u>will not accept the submission by Tenderers of lists of additional items.</u> Where this contract is a Lump Sum contract, the contract will be subject to Contract Price Adjustment Provisions (CPAP) only where the contract period equals or exceeds 6 calendar months. The applicable work group shall be WG 180 for domestic buildings or WG 181 for commercial and industrial buildings. F:..... V:..... T:.....	Item			
E12	EPWP CONDITIONS AND SPECIFICATIONS 12.1 EMPLOYMENT TARGETS E12.1 a Employment Targets The contractor needs to provide a realistic estimate on the number of jobs that the project has the potential to create throughout the project duration as the project will be implemented using labour intensive construction methods on elements where it is economical and feasible for this construction method. No of jobs to be created = ...10.... [Contractor to fill in an estimated number] F:..... V:..... T:..... E12.1 b Employment requirements Tenderers are advised that this contract will be subject to the Expanded Public Works Program (EPWP) aimed at alleviating and reducing unemployment. Tenderers must allow for any costs for the employment of unskilled labour as per the requirements of the EPWP program; 1. 55% of unskilled labour to be women 2. 55% of unskilled labour to be youth aged between 18 and 35 years 3. 2% of unskilled labour to be people living with disability 4. 100% Unskilled labour utilised must reside within the boundaries of the Municipality Ward where this contract is executed, with preference to the local community closest or at the walking distance to the contract site. Wherever possible local skilled tradesmen are to be employed on this contract with the view to maximize utilization of local resources. F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
	E12.1 c Labour rate and payment intervals The contractor should ensure that labour rate paid to unskilled local labour is commensurate to the daily task. When determining the rate, consideration should be given to that EPWP beneficiaries are mostly bread winners in their families, as the program intends alleviating poverty. There should also be consideration that the labour rate promotes creation of expanded number of jobs created and person days of work. Contractors should make endeavours to ensure that labourers, particularly unskilled are remunerated on fortnight basis and prior notification be made should there be a shortfall on their wages. The labour rate for local unskilled shall also be determined in consideration of the location of the project, i.e. for projects implemented in urbanized municipalities will not be the same as that for rural municipalities. F:..... V:..... T:.....	Item			
	12.2 LABOUR INTENSIVE CONSTRUCTION METHOD E12.2 a Labour Intensive Construction (LIC) method On site there must a person(s) having competency in managing and implementing LIC methods. *Foreman @ NQF Level 4 the Unit Standard on Implementing LIC methods on site. *Site Agent/ Managers @ NQF level 5 the Unit Standard on Manage Labour-Intensive Skills Programme both must be CETA accredited F:..... V:..... T:.....	Item			
	E12.2 b Labour Intensive Construction Method Those parts of the contract to be constructed using Labour Intensive methods will be marked in the BoQ with letter LI (indicating Labour Intensive) against every item so designated. Such works will only be constructed using method so indicated. Reference to be made to Guidelines for the implementation of Labour Intensive Infrastructure projects under EPWP. "Scope of Work in Respect of Work Relating to the Expanded Public Works Programme (EPWP)" F:..... V:..... T:.....	Item			
	E12.3 RECORD KEEPING 12.3.1 Every employer must keep in the project site office the following minutes of site progress minutes; contractors' monthly site progress reports; accurately recorded attendance register; proof of payment as means to verify authenticity of data in the EPWP Beneficiary form submitted with payment certificates. Copies of submitted EPWP beneficiary data forms should also be kept in the site office. F:..... V:..... T:.....	Item			
	12.3.2 The employer must keep this record for a period of at least three (3) years after the completion of the project in his/her office as the project site office would have been relocated. This should be safely kept for job creation data verifications and periodical audits on projects conducted by National and Provincial Department of Public Works after one (1) or two (2) quarters of submitting captured EPWP Data to the National EPWP coordinating Department. F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

	UNIT	QUANTITY	RATE	AMOUNT
E1 EPWP REPORTING as per EPWP DATA FORM At the end of each month as part of site progress report and to be attached to every contractors' progress payment certificate; the contractor shall provide the principal agent & Public Works with a written records, as per EPWP data form; which will be reflecting, beneficiaries full name & surname; ID No and job description of labour employed by main contractor and sub-contractors on site. At the end of each month the contractor must submit the following documents to be attached to the Progress payment certificate: 1. EPWP monthly data collection form 2. Worker monthly payment upload 3. Worker monthly proof of payment i.e 3.1 Acknowledgement of receipt of payment or 3.2 Payslips 3.3 Bank statement highlighted the workers paid 4. Worker monthly training form 5. Monthly attendance register 6. Certified copies of ID's (once off) 7. ID size photos (once off) 8. Proof of UIF 9. Proof of COIDA F:..... V:..... T:.....	Item			
E12.5 EPWP PROMOTION <u>12.5.1 EPWP signage board</u> EPWP Program at the project level shall always be promoted through have the projects signage board that embrace EPWP logo at the bottom, correct measurement for this signage board will be provided by the project leader during the site handing over meeting. the standard "HELVETIVA MEDUIM " letters are to be used . Professional title to be 10 mm above line . Line thickness to be 8 mm thick . Space between bottom of the line and bottom of the lettering below the line has to be 100 mm. Letter sizes are as follows : Helvetica meduim 100 mm black upper case to be for project name and owner . Helvetica meduim 75mm black upper case only to be used for professional titles.Project name and owner shall be black lettering on white background.board sizes are as follows : Board to be minomum 2000mm from ground level and to be constructed from reinforced formed chromadek panels minimum 0,6mm thick chromadek. The contractor is responsible for ensuring that the project board remains neatly and safely erected for the full duration including maintenance period,after which the project board and post are to be dismantled and handed to the client in good order. F:..... V:..... T:.....	Item			
<u>12.5.2 Branding of labour apparel</u> Contractor & Sub-contractors' labourers shall be provided with EPWP branded Personal Protective Equipment (PPE), reflector vest with EPWP wording at the back is an ideal and cost effective means of promoting program on site. The contractor is then advised to price for both item 17.5.1 and 17.5.2 F:..... V:..... T:.....	Item			
Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
	E12.0 COMMUNITY LIAISON OFFICER (CLO) UTILISATION OF A COMMUNITY LIAISON OFFICER In addition to the requirements of Clause E9, contained in this document; The Contractor shall allow for and pay any and all costs necessary for the engagement of the services of a Community Liaison Officer (CLO) for the full duration of this contract In the interest of providing a sound service to both the community and the Contractor, a CLO may only manage one project at a given time. A CLO will be identified by the local structures of the ward areas and appointed following fair and transparent interviewing process, to be conducted in the presence of local structures and the contractor representative, in order to assist the Contractor in the procurement of any local labour, etc. required for this project. The Contractor is to liaise with the CLO and afford him any assistance needed in ensuring sound working relations with the local community. Key Responsibilities of the CLO are envisaged to include and not necessary be limited to: 1. Assisting local leadership in conducting skills and resources audit which facilitates sourcing labour from within the ward or targeted areas for employment, as required by contractor. 2. Assisting in sourcing labour-only domestic sub-contractors and the procurement of materials from local resources, as required by the contractor. 3. Assisting the contractor by identifying areas of potential conflict and or threats to the project or to stakeholders in the project and recommend appropriate action to the contractor. 4. Assisting contractor and stakeholders in the project in the resolution of any conflict which may arise. 5. Establishing and ensuring that sufficient and open communication channels between the contractor and the work force are maintained. 6. Establish and ensuring that efficient and open communication channels between the contractor and the community are maintained 7. Identifying and reporting to the Contractor regarding issues where communication between stakeholder is necessary, recommend courses of action and facilitate such communications				
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
	8. Assisting the Contractor and the work force in the establishment of grievance procedures and necessary recommendation to the Contractor regarding the grievances and solution thereto. 9. Attending to site meetings and project implementation meetings as required by the Contractor and prepare periodic reports as may be required by the Contractor from time to time. 10. Attending to such other duties which are consistent with the functions of a CLO, as may be required by the Contractor from time to time. Tenderers are to price twice the rate of unskilled local labour rate against this item for any and all costs arising out of compliance with the foregoing and in the event of a Tenderer failing to price against this item or making inadequate financial provision against this item for compliance as aforesaid, then no claim for costs or additional cost incurred will be entertained by the Head: Works F:..... V:..... T:..... E12.7 SKILLS DEVELOPMENT ON SITE Contractor in conforming to the object of EPWP that its beneficiaries need to be capacitated with skills that will render them employable in the future. It is then the responsibility of the Contractor that mandatory life skills are provided to 100% of workforce on site and on the job training to labourers from whom the potential for further development has been identified. The latter is not mandatory to all as it covers technical skills. Contractor should also make provision for the possibility that there might be local youth that will need to be placed on the project with an intention to be provided support towards improving their level of competency and productivity. Contractor shall also provide all necessary on-the-job training to targeted labour to enable such labour to master and advance on techniques required to undertake the work in accordance with requirements of the contract in a manner that does not compromise workers health and safety. F:..... V:..... T:..... E12.8 LABOUR ONLY Sub Contracting for local emerging enterprises Tenderer's are advised that this contract is subject to the Expanded Public Works Programme (EPWP) and the following criteria will apply: <u>African Equity Ownership</u> a) The Tenderer is to allow for 5% of the total value of works to be undertaken by a Priority Population Group. This percentage excludes the costs of employing local unskilled labour. The allocation of this percentage from the Project, the screening of people, the selection of skills, will be for the Contractor to adjudicate. b) The Priority Population Group consists of women, youth and disabled people. c) The Contractor is to give first option for prospective PPG's from the surrounding areas of the Project. Should there be insufficient suitable people fitting the criteria of PPG's, the Contractor may hire people from further afield. This is to be done only after consultation with the Department of Works EPWP Co-ordinator and the Community Liaison Officer (CLO). d) A Mentor is to be employed by the Contractor, in consultation with the Department of Works for the purposes of quality control and liaison between the Contractor and the selected PPG's on site. The mentor will be responsible for ensuring an acceptable level of quality workmanship and that such work carried out by the PPG's is executed within the time frames stipulated. In so far as possible, the Contractor is encouraged to expand the PPG's skills, knowledge and performance levels. F:..... V:..... T:.....	Item			
		Item	1		
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	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
	TERMS TO NOTE CONDITIONS a) The contract to be entered into between the Contractor and the PPG's will be a LABOUR ONLY sub-contract. b) The Contractor will be responsible for ensuring that all materials for use by the PPG's in the works are to be on site timeously. The Contractor shall liaise with The Mentor and PPG to determine the nature and extent of materials required and the lead time necessary. c) The Contractor shall be responsible for the overall programming of the Works and he is to allow for monitoring the PPG's programme and progress. d) In conjunction with the Mentor, he is to allow for the supervision and mentoring (where necessary) of the PPG to ensure quality and adherence to standard building practice e) The Contractor is to allow for extra storage facilities on site for the PPG's tools and equipment. f) Basic tools shall be provided by the PPG's and where these are not available; the Contractor will supply him with the necessary tools and equipment and deduct the costs thereof from the interim claims made by the PPG. g) Work requiring specialized tools will be provided free of charge by the Contractor with the provision that these be returned upon completion of the Work. CO-ORDINATION The Contractor is to co-ordinate the work of all the PPG's, Sub-Contractors and Nominated Sub-Contractors appointed direct by the Employer in such a manner and at all times as will suit the building programme and he is to allow adequate access, for the PPG's, where required, to carry out their work in an efficient manner as no claims for extras in this connection will be entertained. F:..... V:..... T:..... ATTENDANCE The Contractor may allow for attendance upon the PPG's concerned to execute the work. The Contractor is to allow the PPG's the use of any scaffolding belonging to him while it remains so erected on the site. Where scaffolding is necessary for the use by any PPG and the Contractor has not erected any for his own use or has removed same after his own use, the Contractor shall supply sufficient scaffolding to the PPG to be erected and dismantled by the PPG and returned to the Contractor. This attendance upon PPG's to execute the work is to include for the scaffolding provisions as aforesaid and, in addition, is to include for co-operating to the fullest extent with all the parties, attending on off-loading materials, providing suitable storage for tools and materials used by the PPG's, use of general facilities such as latrines, etc., supply and cost of power, lighting, water and the like. F:..... V:..... T:..... E12.9 EPWP CONTRACT FOR LABOUR It is compulsory that shortly after the contractor and or sub contractor has appointed local labour, the employment contract should be signed by both parties, prior to commencement with works on site. The employment contract forms part of the Ministerial Determination or from the regional EPWP officials. Each contract will lapse at the end of each financial year therefore requiring the Contractor to do a renewal of each contract should the need of employment still exist for that particular labourer. F:..... V:..... T:.....	Item			
		Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
E1 EPWP SCOPE of WORK					
Note: Contractors are to price any item on the Bill of Quantities having below, bearing in mind that they are regarded as main sources of job creation, whether sub contracted or undertaken by the main contractor. Elements on the scope of work where application of Labour Intensive Construction methods as will indicated with letters (LI) are regarded feasible are as follows; i) Excavating trenches for foundations and any other civil works with the depth not more than 1.5 m ii) All masonry works which include concrete mixing on site; brickwork; plastering; screed works; jointing; etc. iii) Painting, Plumbing, Ironmongery; roof cladding; glazing; tiling; carpentry; flooring; waterproofing; etc. F:..... V:..... T:..... Note: It is a general requirement of this contract that persons normally resident in the ward of the works (local labour) be given preference for employment on the contract. Provided, however, that should adequate and appropriate labour not be available within the ward, others may be employed subject to satisfactory proof being provided that every reasonable endeavour has been made to employ local labour (Local Sub-contractor(s); Skilled; Semi-Skilled and Unskilled). The contractor shall in consultation with the local community leaders with the purpose of negotiating with them regarding the utilization of local resources in the construction process. In this regard, the contractor shall furthermore give preference, wherever possible to the employment of single heads of households, women and youth as well as families declared as most indigent by War on Poverty/ Sukuma Sakhe program profiling process. The contractor should aim, in general, to maximise the involvement of the local community, however workers from other communities should not exceed 20% of all persons working on the project, where local employees possess skills at level of competency that meet contractors requirements. <u>Payment for the labour-intensive component of the works</u> Payment for works identified in the Scope of Work as being labour-intensive shall only be made in accordance with the provisions of the Contract if the works are constructed strictly in accordance with the provisions of the Scope of Work. Any non-payment for such works shall not relieve the Contractor in any way from his obligations either in contract or in delict. <u>Linkage of payment for labour-intensive component of works to submission of project data</u> The Contractor's payment invoices shall be accompanied by labour information for the corresponding period in a format specified by the employer. If the contractor chooses to delay submitting payment invoices, labour returns shall still be submitted as per frequency and timeframe stipulated by the Employer. The contractor's invoices shall not be paid until all pending labour information has been submitted. <u>Applicable labour laws</u> The current Ministerial Determination (also downloadable at www.epwp.gov.za) Expanded Public Works Programmes, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of Labour in Government Notice , shall apply to works described in the scope of work as being labour-intensive and which are undertaken by unskilled or semi-skilled workers. F:..... V:..... T:.....	Item				
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
E13	HIV AIDS AWARENESS Tenderers are to price against the following items for compliance with the SPECIFICATION FOR HIV/AIDS AWARENESS bound into this document (The clauses referred to are those of the Specification for HIV/AIDS)				
E13.1	Provide and maintain a condom dispenser in terms of Clause 5.1a) F:..... V:..... T:.....	Item			
E13.2	Provide and maintain HIV/AIDS awareness posters terms of Clause 5.1b) F:..... V:..... T:.....	Item			
E13.3	HIV /Aids Awareness Programme on Site for not less than 90% of workers inclusive of all direct and indirect costs; Engage a qualified service provider as described in the scope of works to conduct an HIV Awareness Programme in terms of Clause 5.2.1a) F:..... V:..... T:.....	Item			
E13.4	Arrange for workers to attend the HIV Awareness Programme in terms of Clause 5.2.1b) F:..... V:..... T:.....	Item			
E13.5	Reporting Prepare and attach to claims for payment a brief report in terms of Clause 5.3 (see also HIV/STI Compliance Report included with this document). F:..... V:..... T:..... <i>Note: In the event that the contractor fails to satisfy the requirements of this specification, the employer (Head: Public Works) may apply any of the sanctions provided for in the contract. Sanctions may include the application of a financial penalty of .04% of the Contract Sum per calendar day of which the required reports has not been submitted.</i>	Item			
E14	OCCUPATIONAL HEALTH AND SAFETY ACT NO. 85 OF 1993 Tenderers are to allow for costs in providing a project specific ' Construction Phase Safety, Health and Environmental Plan' in accordance with "Section 2 - Specification Data associated with SANS 1921-1:2004" clause C4.18 in "Part C3 - Scope of Work" F:..... V:..... T:.....	Item			
E15	NOTICE BOARD, SITE OFFICE, ETC. Tenderers are to allow for the provision and removal of a project notice board and a site office in accordance with the Principal Agent's requirements. F:..... V:..... T:.....	Item			
E16	IMPORTED MATERIALS AND EQUIPMENT Where imported items are listed in the tender documents, the tenderer shall provide all information called for, failing which the price of any such item, material or equipment shall be excluded from currency fluctuations. (Refer to T2.14 - Schedule of Imported Materials and Equipment). F:..... V:..... T:.....	Item			
E17	CONTRACT DOCUMENTS The drawings issues with these Tender documents do not comprise the complete set but serves as a guide only for tendering purposes and for indicating the scope of works to enable the Tenderer to acquaint him with the nature and extent of the works and the manner in which they are to be executed. Should any part of the drawings not be clearly legible to the Tenderer he shall, before submitting his Tender, obtain clarification in writing from the principal agent. F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
E18	GENERAL PREAMBLES The Document Preambles will be the "ASAQS Model Preambles for Trades – 2008" and is obtainable from the various Regional Office's of the Department of Public Works and shall be read in conjunction with the Bills of Quantities and be referred to for the full descriptions of work to be done and materials to be used. F:..... V:..... T:.....	Item			
E19	TRADE NAMES Wherever a Trade Name for any product has been described in the Bills of Quantities the Tenderer's attention is drawn to the fact that any other product of equal quality may be used subject to the written approval of the Principal Agent being obtained prior to the closing date for submission of Tenders. F:..... V:..... T:.....	Item			
E20	EXISTING PREMISES OCCUPIED Refer to Scope of Works Part C3 of this Tender Document for information on the occupation of existing buildings. F:..... V:..... T:.....	Item			
E21	INACCURATE AND DEFECTIVE WORK EXECUTED UNDER PREVIOUS CONTRACT The contractor shall, after taking possession of the site and before commencing the work, check all levels, liners, profiles and the like and satisfy himself as to the dimensional accuracy of all work executed under the previous contract which may affect his work. Should any inaccurate or defective work be found, the contractor shall immediately notify the principal agent in writing requesting his instructions with regard thereto and afford every facility to those rectifying such inaccurate or defective work. F:..... V:..... T:.....	Item			
E22	VIEWING THE SITE IN SECURITY AREAS If the site is situated in a security area and the Tenderer must arrange with the Authorities to obtain permission to enter the site for Tendering purposes. F:..... V:..... T:.....	Item			
E23	COMMENCEMENT OF WORKS IN SECURITY AREAS If the works falls within a security area, the contractor must arrange with the Authorities and give the necessary notices before commencement of the works. Should the contractor fail to make such arrangements, admission to the site may be refused and any additional costs will be for the contractor's account. F:..... V:..... T:.....	Item			
E24	ENTRANCE PERMITS TO SECURITY AREAS If the works fall within a security area, the contractor shall obtain entrance permits for his personnel and workmen entering the area and shall comply with all regulations and instructions which may be issued from time to time regarding the protection of persons and property under control of the Authority. F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
E25	SECURITY CHECK OF PERSONNEL The principal agent may require the contractor to have his personnel and workmen, or a certain number of them, security classified. In the event of the principal agent requesting the removal of a person or persons from the works for security reasons, the contractor shall do so forthwith and shall thereafter ensure that such person or persons are denied access to the works and the site and/or to any document or information relating to the works. F:..... V:..... T:.....	Item			
E26	PROHIBITION ON TAKING PHOTOGRAPHS In terms of article 119 of the Defence Act, 44 of 1957, it is prohibited to sketch or to take photographs of any military site or installation or any building or civil works thereon or to be in possession of a camera or other apparatus used for taking photographs, except when authorised thereto by or on behalf of the Minister. The same prohibition is also applicable to all Correctional Institutions in terms of article 44.1(e) of the Correctional Services Act 8 of 1959. F:..... V:..... T:.....	Item			
E27	Management of Water Water for Construction purposes must be obtained from alternative water sources (i.e. supply other than water that is produced and distributed by a regulated water service authority from a licenced water treatment works for human consumption), eg dams, rivers, boreholes, springs, rainwater harvesting, recycled sewerage water,etc. The alternative water source shall not be of an inferior quality / standard than that required for construction purposes. The client reserves the right through his agents to test such supplies or request certificates confirming the grade and nature of the water supply. Relevant knowledge of the respective area will be an advantage.				
Carried forward to collection				R	

SECTION 1

SUMMARY – PRELIMINARY & GENERAL

Collection

Page No.

Amount

1

R

2

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3

R

4

R

5

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6

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7

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Carried forward to Final Summary

R

Section No. 1
Preliminary & General
Summary



KWAZULU-NATAL PROVINCE
PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

PART C2.3 BILL OF QUANTITIES

Carried to Final Summary

Item
No

Quantity

Rate

Amount

SECTION 2

BILL NO. 1

EARTHWORKS (PROVISIONAL)

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

NOTE : All excavations are measured as being in "earth" and/or filling compacted to 98% modified AASHTO density. Descriptions of excavations shall be deemed to include for setting aside surplus excavated material in spoil heaps for use as filling or for depositing within 150m of the perimeter of the excavations and spreading and roughly levelling as directed, as well as for increase in bulk and multiple handling of excavated material caused by the contractor's method of operation. Descriptions of carting away of excavated material shall be deemed to include loading excavated material onto trucks directly from the excavations or, alternatively, from stock piles situated on the building site and for bulking.

NOTE : Working space for formwork to sides of all concrete, except columns, shall be measured only where the concrete face is less than 750mm from the face of the measured excavations. Working space for formwork to sides of columns shall be measured for the width of the column face only where both: the top of the column base is more than 1,5m below the commencing level of the excavations and the column face is less than 500mm from the face of the measured excavations. No claim shall be considered for any working space for formwork to concrete other than as above described or for working space beyond the sides of trench excavations for the building of brick or block walls. Descriptions of excavations for working space shall be deemed to include for any additional risk of collapse so incurred and for the returning and compacting of the excavated material as described

Carried Forward

R

Section No. 2
NEW ABLUTION - MALE 3-SEATER
Bill No. 1
Earthworks

Brought Forward			R
<u>SITE CLEARENCE</u>			
<u>Site clearance</u>			
1	Digging up and removing rubbish, debris, vegetation, hedges, shrubs, trees etc, not exceeding 200mm girth	m2	28
<u>EXCAVATIONS</u>			
<u>Excavate in earth not exceeding 2m deep below natural, elevated or reduced ground level for</u>			
2	Surface trenches	m3	6
<u>Bulk excavations in earth exceeding 200mm not exceeding 4000mm deep for</u>			
3	Pit latrine	m3	58
<u>Extra over trench and hole excavations in earth for excavation in</u>			
4	Soft rock	m3	6
5	Hard rock	m3	4
<u>Extra over all excavations for carting away:</u>			
6	Surplus material from excavations and/or on site to a dumping site to be located by the contractor	m3	64
<u>Risk of collapse of excavations</u>			
7	Sides of excavations from natural, elevated or reduced ground level not exceeding 1.5m deep	m2	28
8	Sides of bulk excavations exceeding 1,5m deep	m2	50
<u>Keeping excavations free of water</u>			
9	Allow for keeping all excavations entirely free from water and mud	Item	
Carried Forward			R
Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 1 Earthworks			

Brought Forward			R
<u>FILLING</u>			
<u>Earth filling supplied by the contractor, compacted to 95% Mod. AASHTO density</u>			
10	Backfilling behind pit walls and trenches compacted to 90% modified AASHTO density	m3	8
<u>COMPACTION TESTS:</u>			
11	Tests to determine the degree of compaction, etc of ground of filling	No	5
<u>PROTECTION AGAINST TERMITES</u>			
<u>Soil insecticide</u>			
12	Poison surface to sides and botom trenches bases, etc	m2	28
13	Poisoning surface of ground or filling under floors, steps, etc. including raking out 75mm deep V-shaped channels against the walls, etc., treated with poison solution, backfilling and ramming	m2	24
Carried Forward to Summary of Section No. 2			R
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 1			
Earthworks			

Brought Forward			R
<u>REINFORCED CONCRETE</u>			
<u>Reinforced concrete with a coarse aggregate of 19mm and a minimum compressive strength of 25MPa at 28 days</u>			
1	In strip footings	m3	2
2	In Raft slabs including beams	m3	6.0
3	Base slabs in pit	m3	3.5
4	Ramps	m3	2.5
5	In Channels/Aprons to slop	m3	3.0
<u>CONCRETE SUNDRIES</u>			
<u>Finishing top surfaces of concrete smooth with a wood float</u>			
6	Surface beds, slabs, etc	m2	36
7	Surface beds, slabs, etc to falls	m2	31
<u>CONCRETE TEST CUBES (PROVISIONAL):</u>			
8	Prepare set of three 150 x 150 x 150mm concrete strength test cubes, label and to an approved laboratory for testing, pay all charges and submit report to the Consult Engineer. Only successful tests will be paid for.	No	6
Carried Forward			R
Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 2 Concrete Formwork & Reinforcement			

Brought Forward			R
<u>ROUGH FORMWORK:</u>			
<u>Formwork to soffits of:</u>			
9	Suspended slab over pits propped up exceeding 1.5m and not exceeding 3m high	m2	12
<u>Formwork to form</u>			
10	Opening not exceeding 300mm diameter through 200mm slab	No	3
<u>SMOOTH FORMWORK:</u>			
<u>Smooth formwork to sides of:</u>			
11	Edges, rises, ends and reveals not exceeding 300mm high or wide.	m	21
<u>MOVEMENT JOINTS</u>			
12	Vertical separation joint between brick-and/or concrete surfaces formed with 13mm bitumen impregnated softboard joint filler not exceeding 300mm high including raking out for a depth 12mm and finish off with 12 x 13mm bituminous filling	m	24
<u>REINFORCEMENT</u>			
<u>Mild steel reinforcement to structural concrete work</u>			
13	Mild steel reinforcement in concrete base in pit (Various sizes)	t	0.18
<u>High tensile steel to structural concrete work</u>			
14	High yield bars in concrete raft slab and isolated beams (various sizes).	t	1.18
<u>Fabric reinforcement</u>			
15	Type Ref 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	26
Carried Forward to Summary of Section No. 2			R
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 2			
Concrete Formwork & Reinforcement			

Item No		Quantity	Rate	Amount
	<u>BILL NO. 4</u>			
	<u>MASONRY</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>BRICKWORK IN PIT</u>			
	<u>Brickwork of 14mpa NFX in English bond bricks in class II mortar</u>			
1	220mm brick wall in pit	m2	27	
	<u>Brick reinforcement</u>			
2	Brick reinforcement 150mm wide built into brick walls with sufficient laps at end joints, angles and intersections.	m	302	
	<u>SUPERSTRUCTURE</u>			
	<u>Brickwork of NFP bricks in cement mortar</u>			
3	Half brick walls	m2	9	
4	220mm brick walls	m2	78	
5	220mm Brick walls in fire walls and gables, ditto	m2	3	
6	Half brick walls in beamfilling	m2	8	
	<u>Brick reinforcement</u>			
7	Brick reinforcement 75mm wide built into brick walls with sufficient laps at end joints, angles and intersections (measured nett).	m	25	
8	Brick reinforcement 150mm wide built into brick walls with sufficient laps at end joints, angles and intersections (measured nett).	m	230	
	Carried Forward			
	Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 4 Masonry		R	

Brought Forward			R
<u>Prestressed precast concrete lintels</u>			
9	110 x 75mm Lintels not exceeding 3m	m	8
<u>Galvanised hoop iron cramps, ties, etc</u>			
10	30 x 1,6mm galvanised hoop iron roof tie with one end built six courses deep into top of brickwork and other end wrapped around and nailed to trusses	No	14
<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brick surfaces</u>			
11	12mm Joints not exceeding 300mm wide.	m	12
<u>Air bricks etc</u>			
12	Set of two 229 x 152mm terra cotta vermin proof air bricks	Sets	2
<u>FACED BRICKWORK</u>			
<u>"Corobrik Firelight Satin" or other approved FBS face bricks in structure bond, pointed with recessed horizontal and vertical joints</u>			
13	Extra over brickwork for face brickwork externally	m2	74
14	Extra over brickwork for brick-on-edge header course lintel pointed on face and 110mm soffit	m	5
15	Fair raking cutting	m	8
<u>Brick-on-edge header course copings, sills, etc of "Corobrik Topaz Travertine" or other approved FBS face bricks pointed with recessed joints on all exposed faces</u>			
16	200mm Wide sill set sloping and slightly projecting and pointed on top and one edge	m	3
Carried Forward			R
Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 4 Masonry			

Brought Forward			R
<u>NUTEC-CEMENT/FIBRE-CEMENT WINDOW SILLS</u>			
<u>Natural grey sills in single lengths bedded in cement mortar including metal fixing lugs etc</u>			
17	"Product no. 031-509" 15 x 150mm Wide sills set flat and slightly projecting	m	3
Carried Forward to Summary of Section No. 2			
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 4			
Masonry			

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Item No		Quantity	Rate	Amount
	<u>BILL NO. 6</u>			
	<u>ROOF COVERINGS, ETC</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>PROFILED METAL SHEETING AND ACCESSORIES</u>			
	<u>Galvanized corrugated iron roofing sheets Class Z 275</u>			
	NOTE : The Contractor is to submit a certificate signed by the merchant, stating that the galvanized roof covering supplied complies with the required thickness specified -----			
	<u>0.58mm Colourbond roof sheeting IBR profile in single lengths and accessories with colour coated finish on one side, fixed to timber purlins in strict accordance with the manufacturer's recommendation</u>			
1	Roof covering with pitch not exceeding 25 degrees	m2	38	
2	Ridge capping (550mm girth) screwed through sheeting to purlins	m	8	
	<u>1.2mm thick Polycarbonate translucent sheeting with flutes to match Colorbond roof sheeting</u>			
3	Roof covering in single pitch not exceeding 15 degrees	m2	4	
	<u>Sundries</u>			
4	Sondor IBR pattern polyclosures to underside of ridge capping	m	16	
5	"Sondor" IBR pattern metal closure	m	16	
6	"Sondor" IBR pattern eaves polycloser	m	16	
	Carried Forward		R	
	Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 6 Roof Coverings, etc			

Brought Forward			R
<u>ROOF AND WALL INSULATION</u>			
<u>"Sisalation FR430" or equal and approved Heavy Industrial Grade Aluminum Foil based insulation</u>			
7	Insulation laid taut over purlins (at approximately 450mm centres) and fixed concurrent with roof covering including galvanised steel straining wires	m2	24
Carried Forward to Summary of Section No. 2			
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 6			
Roof Coverings, etc			

Item
No

BILL NO. 7

CARPENTRY AND JOINERY

PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

PREFABRICATED ROOF TRUSSES, ETC.

Roof trusses

NOTE: Timber roof trusses are to comply with SABS Code of Practice 0243. (The design, manufacture and erection of timber trusses, including nail-plated and bolted trusses with lapped members). The following is applicable in respect of roof trusses: Trusses are at maximum 1200mm centres. Roof covering is IBR profiled metal sheeting colour one side on 50 x 76mm purlins. Ceilings are nailed gypsum plasterboard on branderling. The dimensions in the descriptions of the trusses are nominal and actual measurements are to be obtained from site before design or fabrication commences.

Design and supply plate nailed timber roof trusses

- | | |
|---|---|
| 1 | Design, supply and install roof truss system complete in accordance with the Standard Building Regulations, including cross battens at hips, valleys, etc. fixed to trusses with and including ring shank nails, hurricane clips at exposed sections and at ridges, temporary and permanent bracing, etc. to suit roof area approximate size 25m ² (on flat floor area inclusive of overhangs) |
| 2 | Allowance for the issue of TR1 and TR2 certificates after completion of entire roof installation, signed by a competent person |

No

1

Item

Carried Forward

R

Section No. 2
NEW ABLUTION - MALE 3-SEATER
Bill No. 7
Carpentry & Joinery

Brought Forward			R
<u>Wrought softwood</u>			
3	38 x 114mm Wall plates	m	13
4	50 x 76mm Purlins	m	46
5	76 x 76mm Splayed gutter purlins	m	15
<u>EAVES, VERGES, ETC</u>			
<u>"Everite Nutec" medium density fibre-cement</u>			
6	12 x 255mm Fascias, including galvanised steel H-profile joiners	m	15
7	80 x 200mm Angle section barge board, including galvanised steel H-profile joiners	m	10
<u>Sundries</u>			
8	Two coats "ABE Provonite" coal tar paint on roof timbers at eaves and verges	m2	3
<u>DOORS ETC</u>			
<u>Wrought Meranti or similar approved doors</u>			
9	40mm Framed ledged, braced and battened door size 762 x 1200mm high, hung 100mm from the finished floor level (Refer to Door Schedule D1 on drawing - GR-2S-1T-TB-WB)	No	3
10	40mm Framed ledged, braced and battened door size 813 x 2032mm high of 40 x 110mm wide top rail and stiles, 20 x 150mm middle ledge, 20 x 225mm bottom ledge and 20 x 110mm braces, hung to steel frame (elsewhere measured) (Refer to Door Schedule D2 on drawing - GR-2S-1T-TB-WB)	No	1
<u>FRAMED FRAMES, MULLION, TRANSOMS ETC</u>			
11	44 x 70mm Rebated and hollow rounded at back post bolted	m	15
Carried Forward to Summary of Section No. 2			R
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 7			
Carpentry & Joinery			

Item No		Quantity	Rate	Amount
	<u>BILL NO. 8</u>			
	<u>IRONMONGERY</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	NOTE : Where ironmongery is referred to by a trade name or catalogue number, it may be replaced by another product of equal quality with the prior approval of the Representative/Agent			
	NOTE : Where ironmongery is described as plugged, prices are to include for screwing to and including approved patent plugs in concrete or brickwork with plaster or tiled finish			
	<u>THE FOLLOWING IRONMONGERY FIXED TO DOORS, ETC</u>			
	<u>Locks</u>			
1	"Union" four lever Commercial series mortice lockset with striking plate fixed to metal	No	4	
	<u>"Union"</u>			
2	"CZ80941SC" bathroom WC indicator bolts	No	3	
	<u>LETTERS, NAMEPLATES, ETC</u>			
	<u>"Union"</u>			
3	290 x 290mm anodised aluminium plate with male symbol	No	1	
	<u>SUNDRIES</u>			
	<u>"Union"</u>			
4	38mm Diameter rubber door stop plugged	No	4	
	Carried Forward to Summary of Section No. 2			R
	Section No. 2			
	NEW ABLUTION - MALE 3-SEATER			
	Bill No. 8			
	Ironmongery			

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Brought Forward			R
4	Window type W2; size 0,360m x 0,518m	No	3
<u>WELDED SCREENS, GATES, ETC</u>			
<u>Security Gates</u>			
5	Mild Steel single gate 843 x 2170mm high (as per detailed drawing G1) and fitted with a pair of suitable hinges welded to post and with ears for padlock	No	1
Carried Forward to Summary of Section No. 2			R
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 9			
Metalworks			

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Item No		Quantity	Rate	Amount
	<u>BILL NO. 12</u>			
	<u>PLUMBING AND DRAINAGE</u> <u>(PROVISIONAL)</u>			
	<u>PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>RAINWATER DISPOSAL</u>			
	<u>0.6mm Seamless aluminium gutter and rainwater pipe system</u>			
1	125 x 75mm Eaves gutters	m	15	
2	Extra over eaves gutter for stopped end	No	4	
3	Extra over eaves gutter for outlet for 110mm diameter pipe	No	2	
4	80mm Diameter rainwater down pipes	m	3	
	<u>SANITARY FITTINGS</u>			
	<u>Stainless steel urinal</u>			
5	496 AP Waterless Urinal fitting and waste	No	3	
	<u>"Vaal"</u>			
6	"Atlas VIP 200" (Code 223APG) heavy duty pedestal and fixing in position in hole (hole elsewhere) in concrete slab with an approved epoxy complete with footpiece, funnel, plug, lifting handle, heavy duty flap seat and cover, etc.	No	3	
7	Wash hand basin fixed to wall with tap including all accessories to connect to water tank	No	2	
	Carried Forward			
	Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 12 Plumbing and Drainage (Provisional)			
			R	

Brought Forward			R
8	Concrete wash trough with tap including all accessories connecting to Jojo tank	No	1
9	Heavy-duty Lockable Toilet Roll Holder (TR3)	No	3
<u>WASTE UNIONS ETC</u>			
10	32mm Basin waste union	No	2
<u>TRAPS ETC</u>			
<u>"Cobra Watertech"</u>			
11	75mm Urinal trap with domical grating	No	3
<u>uPVC</u>			
<u>TAPS, VALVES, ETC</u>			
<u>"Cobra Watertech"</u>			
12	15mm Stopcock	No	2
<u>SANITARY PLUMBING</u>			
<u>uPVC vent pipe fixed to wall with "Everite" aluminium alloy downpipes clips (product No.603-084) screed and plugged to wall at 1m center to center</u>			
13	50mm uPVC pipes	m	8
14	100mm uPVC vent pipes	m	14
<u>Extra over uPVC pipes for fittings</u>			
15	110mm Air vent cowl with with an approved copper wire gauze fly screen,glued on top	No	3
16	50mm Bend	No	10
17	50mm Tee	No	10
Carried Forward			R
Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 12 Plumbing and Draiage (Provisional)			



Brought Forward			R
<u>WATER SUPPLIES</u>			
<u>"Polycop" polypropylene pipes with brass compression fittings</u>			
18	15mm Pipes	m	5
19	15mm Pipes laid in and including trenches	m	6
<u>Extra over 15mm diameter Polycop polyethelene pipe for:</u>			
20	Fittings	No	10
<u>Sundries</u>			
21	Testing water pipe system	Item	
Carried Forward to Summary of Section No. 2			R
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 12			
Plumbing and Draiage (Provisional)			

BILL NO. 13

GLAZING

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

Glass in steel fixed with putty

1	6mm obscure glass in squares not exceeding 0,1 and not exceeding 0,5 square metre in area	m2	2
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MIRRORS

2mm thick polished stainless steel mirrors with rounded and polished edges

2	Mirror size 300 x 450mm	No	2
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Carried Forward to Summary of Section No. 2

Section No. 2
NEW ABLUTION - MALE 3-SEATER
Bill No. 13
Glazing

Item
No

Quantity

Rate

Amount

BILL NO. 14

PAINTWORK

PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

Proprietary items or materials

Proprietary items or materials where specified are to be of the brand specified - or other approved - by the Head: Works

PREPARATORY WORK TO EXISTING WORK

Previously painted plastered surfaces

Surfaces shall be thoroughly washed down and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler and finished smooth

Previously painted metal surfaces

Surfaces shall be thoroughly rubbed and cleaned down. Blistered or peeling paint shall be completely removed down to bare metal

Previously painted wood surfaces

Surfaces shall be thoroughly cleaned down. Blistered or peeling paint shall be completely removed and cracks and crevices shall be primed, filled with suitable filler and finished smooth

Carried Forward

R

Section No. 2
NEW ABLUTION - MALE 3-SEATER
Bill No. 14
Paintwork

Brought Forward			R
<u>ON FLOATED PLASTER</u>			
<u>"Plascon" or other equally approved Primer (PP700) and two coats "Velvaglo" water based paint for interior use</u>			
1	On internal walls	m2	117
2	On narrow widths not exceeding 300mm	m2	2
<u>ON FIBRE-CEMENT</u>			
<u>Two coats extremely durable uv-resistant washable pure acrylic paint</u>			
3	On fascias and barge boards	m2	6
<u>ON WOOD</u>			
<u>One coat wood primer, one coat Universal Undercoat and two finishing coats of Plascon Velvaglo or similar approved, sanding lightly between coats</u>			
4	On doors	m2	13
<u>PAINT ON METAL</u>			
<u>Prepare, touch up factory primer, paint one undercoat and one full coat high gloss enamel paint</u>			
5	On door frames	m2	3
6	On Single gate 843 x 2170mm high	m2	2
Carried Forward to Summary of Section No. 2			R
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 14			
Paintwork			

Item No		Quantity	Rate	Amount
	<u>BILL No. 15</u>			
	<u>SITWORKS (PROVISIONAL)</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>WATER TANK</u>			
	<u>EXCAVATIONS</u>			
	<u>Excavation in earth not exceeding 2m deep</u>			
1	In Trench	m3	3	
2	Extra over trench excavation in soft rock	m3	1	
	<u>Risk of collapse of excavations</u>			
3	Sides of trench and hole excavation not exceeding 1,5m deep	m2	11	
	<u>Extra over all excavations for carting away</u>			
4	Cart away surplus material to a suitable dumping site to be located by the contractor	m3	3	
	<u>Earth filling obtained from the excavations and/or prescribed stock piles on site compacted to 95% Mod AASHTO density</u>			
5	Backfilling to trenches, hole, etc.	m3	2	
6	Filling under concrete slab including compacted to 90% modified AASHTO density	m3	3	
	<u>COMPACTION TESTS:</u>			
7	"Modified AASHTO Density" test	No	5	
	Carried Forward			
	Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 15 External works (Water Tank)			
			R	

Brought Forward			R
<u>UNREINFORCED CONCRETE</u>			
<u>25MPa/19mm concrete</u>			
8	In strip footing	m3	1
9	In Slab	m3	1
<u>Rough formwork</u>			
10	To edges not exceeding 300mm high	m	8
<u>REINFORCEMENT</u>			
<u>Reinforcement</u>			
11	Type 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	4
<u>BRICKWORK</u>			
<u>Brickwork of NFX bricks (14 MPa nominal compressive strength) in cement mortar</u>			
12	One brick wall in stretcher bond including wire ties	m2	5
<u>"Corobrik Corngold Satin' or other approved FBA face bricks pointed with recessed horizontal and vertical joints</u>			
13	Extra over ordinary brickwork for facing in stretcher bond with "Corobrik Corngold Satin FBA" or other approved clay facing brick	m2	2
14	Extra over ordinary brickwork for Brick-on-edge header course coping to top of one brick wall, built fair and pointed on top and both edges with "Corobrik Corngold Satin FBA" or other approved facing bricks.	m	8
<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brickwork and concrete surfaces</u>			
15	12mm Joints not exceeding 300mm high	m	2
Carried Forward			R
Section No. 2 NEW ABLUTION - MALE 3-SEATER Bill No. 15 External works (Water Tank)			

Brought Forward			R
<u>Two-part grey polysulphide sealing compound including backing cord, bond breaker, primer, etc</u>			
16	12 x 12mm In vertical expansion joints including raking out expansion joint filler as necessary	m	2
17	30 x 152mm Deep mortar fillet placed around rainwater tank.	m	2
<u>TAPS, VALVES, ETC</u>			
<u>Taps, valves, etc and joints to "Polycop" polypropylene pipes including all necessary adaptors, etc</u>			
<u>"Cobra Watertech"</u>			
18	12mm KM2.203-15 brass demand bibcock	No	1
<u>WATER TANK</u>			
<u>"Jojo Tank" polyethelene or other approved water tank</u>			
19	5000 Litre rainwater tank complete with access lid with inlet hole placed in position on concrete slab and anchored cable stay strap 4mm dia. galvanized wire and U - anchors secured to tank and bottom end secured to 10mm dia. U-shaped high tensile steel securing lugs, bent to detail and cast into concrete plinth	No	1
Carried Forward to Summary of Section No. 2			R
Section No. 2			
NEW ABLUTION - MALE 3-SEATER			
Bill No. 15			
External works (Water Tank)			

SECTION SUMMARY - NEW ABLUTION - MALE 3-SEATER

Bill No		Page No	Amount
1	Earthworks	21	
2	Concrete Formwork & Reinforcement	24	
3	Precast Concrete	25	
4	Masonry	28	
5	Waterproofing	29	
6	Roof Coverings, etc	31	
7	Carpentry & Joinery	33	
8	Ironmongery	34	
9	Metalworks	36	
10	Plastering	37	
11	Tiles	38	
12	Plumbing and Draiage (Provisional)	41	
13	Glazing	42	
14	Paintwork	44	
15	External works (Water Tank)	47	
Carried to Final Summary			R
Section No. 2 NEW ABLUTION - MALE 3-SEATER			

Item
No

SECTION 3

BILL NO. 1

EARTHWORKS (PROVISIONAL)

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

NOTE : All excavations are measured as being in "earth" and/or filling compacted to 98% modified AASHTO density. Descriptions of excavations shall be deemed to include for setting aside surplus excavated material in spoil heaps for use as filling or for depositing within 150m of the perimeter of the excavations and spreading and roughly levelling as directed, as well as for increase in bulk and multiple handling of excavated material caused by the contractor's method of operation. Descriptions of carting away of excavated material shall be deemed to include loading excavated material onto trucks directly from the excavations or, alternatively, from stock piles situated on the building site and for bulking.

NOTE : Working space for formwork to sides of all concrete, except columns, shall be measured only where the concrete face is less than 750mm from the face of the measured excavations. Working space for formwork to sides of columns shall be measured for the width of the column face only where both: the top of the column base is more than 1,5m below the commencing level of the excavations and the column face is less than 500mm from the face of the measured excavations. No claim shall be considered for any working space for formwork to concrete other than as above described or for working space beyond the sides of trench excavations for the building of brick or block walls. Descriptions of excavations for working space shall be deemed to include for any additional risk of collapse so incurred and for the returning and compacting of the excavated material as described

Carried Forward

Section No. 3
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER
Bill No. 1
Earthworks

Quantity

Rate

Amount

R

Brought Forward			R	
<u>SITE CLEARENCE</u>				
<u>Site clearance</u>				
1	Digging up and removing rubbish, debris, vegetation, hedges, shrubs, trees etc, not exceeding 200mm girth	m2	46	
<u>EXCAVATIONS</u>				
<u>Excavate in earth not exceeding 2m deep below natural, elevated or reduced ground level for</u>				
2	Surface trenches	m3	3	
<u>Bulk excavations in earth exceeding 200mm not exceeding 4000mm deep for</u>				
3	Pit latrine	m3	64	
<u>Extra over trench and hole excavations in earth for excavation in</u>				
4	Soft rock	m3	6	
5	Hard rock	m3	4	
<u>Extra over all excavations for carting away:</u>				
6	Surplus material from excavations and/or on site to a dumping site to be located by the contractor	m3	70	
<u>Risk of collapse of excavations</u>				
7	Sides of excavations from natural, elevated or reduced ground level not exceeding 1.5m deep	m2	19	
8	Sides of bulk excavations exceeding 1,5m deep	m2	53	
<u>Keeping excavations free of water</u>				
9	Allow for keeping all excavations entirely free from water and mud	Item		
Carried Forward			R	
Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 1 Earthworks				

Brought Forward			R
<u>FILLING</u>			
<u>Earth filling supplied by the contractor, compacted to 95% Mod. AASHTO density</u>			
10	Backfilling behind pit walls and trenches compacted to 90% modified AASHTO density	m3	16
<u>COMPACTION TESTS:</u>			
11	Tests to determine the degree of compaction, etc of ground of filling	No	5
<u>PROTECTION AGAINST TERMITES</u>			
<u>Soil insecticide</u>			
12	Poison surface to sides and botom trenches bases, etc	m2	23
13	Poisoning surface of ground or filling under floors, steps, etc. including raking out 75mm deep V-shaped channels against the walls, etc., treated with poison solution, backfilling and ramming	m2	14
Carried Forward to Summary of Section No. 3			R
Section No. 3			
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
Bill No. 1			
Earthworks			

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Brought Forward			R
<u>REINFORCED CONCRETE</u>			
<u>Reinforced concrete with a coarse aggregate of 19mm and a minimum compressive strength of 25MPa at 28 days</u>			
1	In strip footings	m3	1
2	In Raft slabs including beams	m3	8.7
3	Base slabs in pit	m3	6.9
4	Ramps	m3	2.1
5	In Channels/Aprons to slop	m3	2.9
<u>CONCRETE SUNDRIES</u>			
<u>Finishing top surfaces of concrete smooth with a wood float</u>			
6	Surface beds, slabs, etc	m2	35
7	Surface beds, slabs, etc to falls	m2	31
<u>CONCRETE TEST CUBES (PROVISIONAL)</u>			
8	Prepare set of three 150 x 150 x 150mm concrete strength test cubes, label and to an approved laboratory for testing, pay all charges and submit report to the Consult Engineer. Only successful tests will be paid for.	No	6
<u>ROUGH FORMWORK:</u>			
<u>Formwork to soffits of:</u>			
9	Suspended slab over pits propped up exceeding 1.5m and not exceeding 3m high	m2	25
<u>Formwork to form</u>			
10	Opening not exceeding 300mm diameter through 200mm slab	No	6
Carried Forward			R
Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 2 Concrete Formwork & Reinforcement			

Brought Forward			R
<u>SMOOTH FORMWORK:</u>			
<u>Smooth formwork to sides of:</u>			
11	Edges, rises, ends and reveals not exceeding 300mm high or wide.	m	20
<u>MOVEMENT JOINTS</u>			
12	Vertical separation joint between brick-and/or concrete surfaces formed with 13mm bitumen impregnated softboard joint filler not exceeding 300mm high including raking out for a depth 12mm and finish off with 12 x 13mm bituminous filling	m	24
<u>REINFORCEMENT</u>			
<u>Mild steel reinforcement to structural concrete work</u>			
13	Mild steel reinforcement in concrete base in pit (Various sizes)	t	0.44
<u>High tensile steel to structural concrete work</u>			
14	High yield bars in concrete raft slab and isolated beams (various sizes).	t	1.42
<u>Fabric reinforcement</u>			
15	Type Ref 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	27
Carried Forward to Summary of Section No. 3			R
Section No. 3			
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
Bill No. 2			
Concrete Formwork & Reinforcement			

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Item No		Quantity	Rate	Amount
	<u>BILL NO. 4</u>			
	<u>MASONRY</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>BRICKWORK IN PIT</u>			
	<u>Brickwork of 14mpa NFX in English bond bricks in class II motar</u>			
1	220mm brick wall in pit	m2	52	
	<u>Brick reinforcement</u>			
2	Brick reinforcement 150mm wide built into brick walls with sufficient laps at end joints, angles and intersections.	m	577	
	<u>SUPERSTRUCTURE</u>			
	<u>Brickwork of NFP bricks in cement mortar</u>			
3	Half brick walls	m2	27	
4	220mm brick walls	m2	73	
5	220mm Brick walls in fire walls and gables, ditto	m2	4	
6	Half brick walls in beamfilling	m2	7	
	<u>Brick reinforcement</u>			
7	Brick reinforcement 75mm wide built into brick walls with sufficient laps at end joints, angles and intersections (measured nett).	m	79	
	Carried Forward			
	Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 4 Masonry		R	

Brought Forward			R
8	Brick reinforcement 150mm wide built into brick walls with sufficient laps at end joints, angles and intersections (measured nett).	m	215
<u>Prestressed precast concrete lintels</u>			
9	110 x 75mm Lintels not exceeding 3m	m	8
<u>Galvanised hoop iron cramps, ties, etc</u>			
10	30 x 1,6mm galvanised hoop iron roof tie with one end built six courses deep into top of brickwork and other end wrapped around and nailed to trusses	No	16
<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brick surfaces</u>			
11	12mm Joints not exceeding 300mm wide.	m	12
<u>Air bricks etc</u>			
12	Set of two 229 x 152mm terra cotta vermin proof air bricks	Sets	2
<u>FACED BRICKWORK</u>			
<u>"Corobrik Firelight Satin" or other approved FBS face bricks in structure bond, pointed with recessed horizontal and vertical joints</u>			
13	Extra over brickwork for face brickwork externally	m2	73
14	Extra over brickwork for brick-on-edge header course lintel pointed on face and 110mm soffit	m	9
15	Fair raking cutting	m	8
<u>Brick-on-edge header course copings, sills, etc of "Corobrik Topaz Travertine" or other approved FBS face bricks pointed with recessed joints on all exposed faces</u>			
16	200mm Wide sill set sloping and slightly projecting and pointed on top and one edge	m	4
Carried Forward			R
Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 4 Masonry			



Brought Forward

**NUTEC-CEMENT/FIBRE-CEMENT WINDOW
 SILLS**

**Natural grey sills in single lengths bedded in cement
 mortar including metal fixing lugs etc**

17 "Product no. 031-509" 15 x 150mm Wide sills set flat
 and slightly projecting

m

4

R

Carried Forward to Summary of Section No. 3

Section No. 3
 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER
 Bill No. 4
 Masonry

R

R

Item No		Quantity	Rate	Amount
	<u>BILL NO. 6</u>			
	<u>ROOF COVERINGS, ETC</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>PROFILED METAL SHEETING AND ACCESSORIES</u>			
	<u>Galvanized corrugated iron roofing sheets Class Z 275</u>			
	NOTE : The Contractor is to submit a certificate signed by the merchant, stating that the galvanized roof covering supplied complies with the required thickness specified -----			
	<u>0.58mm Colourbond roof sheeting IBR profile in single lengths and accessories with colour coated finish on one side, fixed to timber purlins in strict accordance with the manufacturer's recommendation</u>			
1	Roof covering with pitch not exceeding 25 degrees	m2	47	
2	Ridge capping (550mm girth) screwed through sheeting to purlins	m	7	
	<u>1.2mm thick Polycarbonate translucent sheeting with flutes to match Colorbond roof sheeting</u>			
3	Roof covering in single pitch not exceeding 15 degrees	m2	4	
	<u>Sundries</u>			
4	Sondor IBR pattern polyclosures to underside of ridge capping	m	15	
5	"Sondor" IBR pattern metal closure	m	15	
	Carried Forward		R	
	Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 6 Roof Coverings, etc			

Brought Forward			R
6	"Sondor" IBR pattern eaves polycloser	m	15
<u>ROOF AND WALL INSULATION</u>			
<u>"Sisalation FR430" or equal and approved Heavy Industrial Grade Aluminum Foil based insulation</u>			
7	Insulation laid taut over purlins (at approximately 450mm centres) and fixed concurrent with roof covering including galvanised steel straining wires	m2	30
Carried Forward to Summary of Section No. 3			
Section No. 3			
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
Bill No. 6			
Roof Coverings, etc			
			R

Item
No

Quantity

Rate

Amount

BILL NO. 7

CARPENTRY AND JOINERY

PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

PREFABRICATED ROOF TRUSSES, ETC.

Roof trusses

NOTE: Timber roof trusses are to comply with SABS Code of Practice 0243. (The design, manufacture and erection of timber trusses, including nail-plated and bolted trusses with lapped members). The following is applicable in respect of roof trusses: Trusses are at maximum 1200mm centres. Roof covering is IBR profiled metal sheeting colour one side on 50 x 76mm purlins. Ceilings are nailed gypsum plasterboard on brandering. The dimensions in the descriptions of the trusses are nominal and actual measurements are to be obtained from site before design or fabrication commences.

Design and supply plate nailed timber roof trusses

- | | |
|---|---|
| 1 | Design, supply and install roof truss system complete in accordance with the Standard Building Regulations, including cross battens at hips, valleys, etc. fixed to trusses with and including ring shank nails, hurricane clips at exposed sections and at ridges, temporary and permanent bracing, etc. to suit roof area approximate size 41m2 (on flat floor area inclusive of overhangs) |
| 2 | Allowance for the issue of TR1 and TR2 certificates after completion of entire roof installation, signed by a competent person |

No

1

Item

Carried Forward

R

Section No. 3
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER
Bill No. 7
Carpentry & Joinery

Brought Forward			R
<u>Wrought softwood</u>			
3	38 x 114mm Wall plates	m	11
4	50 x 76mm Purlins	m	40
5	76 x 76mm Splayed gutter purlins	m	13
<u>EAVES, VERGES, ETC</u>			
<u>"Everite Nutec" medium density fibre-cement</u>			
6	12 x 255mm Fascias, including galvanised steel H-profile joiners	m	15
7	80 x 200mm Angle section barge board, including galvanised steel H-profile joiners	m	13
<u>Sundries</u>			
8	Two coats "ABE Provonite" coal tar paint on roof timbers at eaves and verges	m2	3
<u>DOORS ETC</u>			
<u>Wrought Meranti or similar approved doors</u>			
9	40mm Framed ledged, braced and battened door size 762 x 1200mm high, hung 100mm from the finished floor level (Refer to Door Schedule D1 on drawing - GR-2S-1T-TB-WB)	No	6
10	40mm Framed ledged, braced and battened door size 813 x 2032mm high of 40 x 110mm wide top rail and stiles, 20 x 150mm middle ledge, 20 x 225mm bottom ledge and 20 x 110mm braces, hung to steel frame (elsewhere measured) (Refer to Door Schedule D2 on drawing - GR-2S-1T-TB-WB)	No	1
<u>FRAMED FRAMES, MULLION, TRANSOMS ETC</u>			
11	44 x 70mm Rebated and hollow rounded at back post bolted	m	30
Carried Forward to Summary of Section No. 3			R
Section No. 3			
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
Bill No. 7			
Carpentry & Joinery			

Item No		Quantity	Rate	Amount
	<u>BILL NO. 8</u>			
	<u>IRONMONGERY</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	NOTE : Where ironmongery is referred to by a trade name or catalogue number, it may be replaced by another product of equal quality with the prior approval of the Representative/Agent			
	NOTE : Where ironmongery is described as plugged, prices are to include for screwing to and including approved patent plugs in concrete or brickwork with plaster or tiled finish			
	<u>THE FOLLOWING IRONMONGERY FIXED TO DOORS, ETC</u>			
	<u>Locks</u>			
1	"Union" four lever Commercial series mortice lockset with striking plate fixed to metal	No	7	
	<u>"Union"</u>			
2	"CZ80941SC" bathroom WC indicator bolts	No	6	
	<u>LETTERS, NAMEPLATES, ETC</u>			
	<u>"Union"</u>			
3	290 x 290mm anodised aluminium plate with male symbol	No	1	
	<u>SUNDRIES</u>			
	<u>"Union"</u>			
4	38mm Diameter rubber door stop plugged	No	7	
	Carried Forward to Summary of Section No. 3			R
	Section No. 3			
	NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
	Bill No. 8			
	Ironmongery			

Item No		Quantity	Rate	Amount
	<u>BILL NO. 9</u>			
	<u>METALWORK</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>PRESSED STEEL DOOR FRAMES</u>			
	<u>1,2mm double rebated pressed steel door frames suitable for half brick walls with face brick finish on both sides</u>			
1	Door frame for door size 0,762 x 2,032m with two 100mm steel butts and slotted for lock strike	No	3	
	<u>1,2mm double rebated pressed steel door frames suitable for one brick walls with plaster finish on both sides</u>			
2	Door frame for door size 0,813 x 2,032m with two 100mm steel butts and slotted for lock strike	No	1	
	<u>STEEL WINDOWS</u>			
	NOTE : Windows shall be provided with chromium plated brass fittings			
	NOTE : The given sizes are overall, approximate and in the order of width and height. The detailed drawings and building must be carefully checked for exact sizes before placing orders. Any errors in this respect will be at the Contractor's expense and no claims for extras on this account will be entertained			
	NOTE : Where so described windows shall be provided with burglar bars to opening and fixed sections, consisting of 20 x 5mm mild steel flat sections to standard NBP2 pattern welded at intersections and to window frame Bars in front of fixed sections to be bent 75mm away from the glass surface			
	Carried Forward		R	
	Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 9 Metalwork			

Brought Forward			R
<u>SS Industrial type galvanised internally glazed steel windows with brass stays.</u>			
3	Window type W1; size 1,100 x 0,550m	No	2
4	Window type W2; size 0,360m x 0,518m	No	3
<u>WELDED SCREENS, GATES, ETC</u>			
<u>Security Gates</u>			
5	Mild Steel single gate 843 x 2170mm high (as per detailed drawing G1) and fitted with a pair of suitable hinges welded to post and with ears for padlock	No	1
Carried Forward to Summary of Section No. 3			
Section No. 3			
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
Bill No. 9			
Metalwork			



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Item No		Quantity	Rate	Amount
	<u>BILL NO. 12</u>			
	<u>PLUMBING AND DRAINAGE</u> <u>(PROVISIONAL)</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>RAINWATER DISPOSAL</u>			
	<u>0.6mm Seamless aluminium gutter and rainwater pipe system</u>			
1	125 x 75mm Eaves gutters	m	13	
2	Extra over eaves gutter for stopped end	No	4	
3	Extra over eaves gutter for outlet for 110mm diameter pipe	No	2	
4	80mm Diameter rainwater down pipes	m	4	
	<u>SANITARY FITTINGS</u>			
	<u>Stainless steel urinal</u>			
	<u>"Vaal"</u>			
5	"Atlas VIP 200" (Code 223APG) heavy duty pedestal and fixing in position in hole (hole elsewhere) in concrete slab with an approved epoxy complete with footpiece, funnel, plug, lifting handle, heavy duty flap seat and cover, etc.	No	6	
6	Wash hand basin fixed to wall with tap including all accessories to connect to water tank	No	6	
7	Concrete wash trough with tap including all accessories connecting to Jojo tank	No	1	
	Carried Forward			
	Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 12 Plumbing and Drainage (Provisional)			
			R	

Brought Forward				R
8	Heavy-duty Lockable Toilet Roll Holder (TR3)	No	6	
<u>WASTE UNIONS ETC</u>				
9	32mm Basin waste union	No	4	
<u>TRAPS ETC</u>				
<u>"Cobra Watertech"</u>				
<u>uPVC</u>				
<u>TAPS, VALVES, ETC</u>				
<u>"Cobra Watertech"</u>				
10	15mm Stopcock	No	6	
<u>SANITARY PLUMBING</u>				
<u>uPVC vent pipe fixed to wall with "Everite"</u>				
<u>aluminium alloy downpipes clips (product No.603-084) screed and plugged to wall at 1m center to center</u>				
11	50mm uPVC pipes	m	8	
12	100mm uPVC vent pipes	m	27	
<u>Extra over uPVC pipes for fittings</u>				
13	110mm Air vent cowl with with an approved copper wire gauze fly screen,glued on top	No	6	
14	50mm Bend	No	18	
15	50mm Tee	No	18	
Carried Forward				R
Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 12 Plumbing and Draiage (Provisional)				

Brought Forward			R
<u>WATER SUPPLIES</u>			
<u>"Polycop" polypropylene pipes with brass compression fittings</u>			
16	15mm Pipes	m	7
17	15mm Pipes laid in and including trenches	m	7
<u>Extra over 15mm diamter Polycop polyethelene pipe for:</u>			
18	Fittings	No	20
<u>Sundries</u>			
19	Testing water pipe system	Item	
Carried Forward to Summary of Section No. 3			R
Section No. 3			
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
Bill No. 12			
Plumbing and Draiage (Provisional)			

Item
No

Quantity

Rate

Amount

BILL NO. 14

PAINTING

STANDARD PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

Proprietary items or materials

Proprietary items or materials where specified are to be of the brand specified - or other approved - by the Head: Works

PREPARATORY WORK TO EXISTING WORK

Previously painted plastered surfaces

Surfaces shall be thoroughly washed down and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler and finished smooth

Previously painted metal surfaces

Surfaces shall be thoroughly rubbed and cleaned down. Blistered or peeling paint shall be completely removed down to bare metal

Previously painted wood surfaces

Surfaces shall be thoroughly cleaned down. Blistered or peeling paint shall be completely removed and cracks and crevices shall be primed, filled with suitable filler and finished smooth

Carried Forward

R

Section No. 3
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER
Bill No. 14
Paintwork

Brought Forward			R
<u>ON FLOATED PLASTER</u>			
<u>"Plascon" or other equally approved Primer (PP700) and two coats "Velvaglo" water based paint for interior use</u>			
1	On internal walls	m2	143
2	On narrow widths not exceeding 300mm	m2	24
<u>ON FIBRE-CEMENT</u>			
<u>Two coats extremely durable uv-resistant washable pure acrylic paint</u>			
3	On fascias and barge boards	m2	6
<u>ON WOOD</u>			
<u>One coat wood primer, one coat Universal Undercoat and two finishing coats of Plascon Velvaglo or similar approved, sanding lightly between coats</u>			
4	On doors	m2	23
<u>PAINT ON METAL</u>			
<u>Prepare, touch up factory primer, paint one undercoat and one full coat high gloss enamel paint</u>			
5	On door frames	m2	5
6	On Single gate 843 x 2170mm high	m2	2
Carried Forward to Summary of Section No. 3			R
Section No. 3			
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
Bill No. 14			
Paintwork			

Item No		Quantity	Rate	Amount
	<u>BILL No. 15</u>			
	<u>SITEWORKS (PROVISIONAL)</u>			
	<u>WATER TANK</u>			
	<u>Excavation in earth not exceeding 2m deep</u>			
1	In Trench	m3	3	
2	Extra over trench excavation in soft rock	m3	1	
	<u>Risk of collapse of excavations</u>			
3	Sides of trench and hole excavation not exceeding 1,5m deep	m2	11	
	<u>Extra over all excavations for carting away</u>			
4	Cart away surplus material to a suitable dumping site to be located by the contractor	m3	3	
	<u>Earth filling obtained from the excavations and/or prescribed stock piles on site compacted to 95% Mod AASHTO density</u>			
5	Backfilling to trenches, hole, etc.	m3	2	
6	Filling under concrete slab including compacted to 90% modified AASHTO density	m3	3	
	<u>COMPACTION TESTS:</u>			
7	"Modified AASHTO Density" test	No	5	
	<u>UNREINFORCED CONCRETE</u>			
	<u>25MPa/19mm concrete</u>			
8	In strip footing	m3	1	
9	In Slab	m3	1	
	Carried Forward			
	Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 15 External Works (Water Tank)		R	

Brought Forward			R
	<u>Rough formwork</u>		
10	To edges not exceeding 300mm high	m	8
	<u>REINFORCEMENT</u>		
	<u>Reinforcement</u>		
11	Type 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	4
	<u>BRICKWORK</u>		
	<u>Brickwork of NFX bricks (14 MPa nominal compressive strength) in cement mortar</u>		
12	One brick wall in stretcher bond including wire ties	m2	5
	<u>"Corobrik Corngold Satin" or other approved FBA face bricks pointed with recessed horizontal and vertical joints</u>		
13	Extra over ordinary brickwork for facing in stretcher bond with "Corobrik Corngold Satin FBA" or other approved clay facing brick	m2	2
14	Extra over ordinary brickwork for Brick-on-edge header course coping to top of one brick wall, built fair and pointed on top and both edges with "Corobrick Corngold Satin FBA" or other approved facing bricks.	m	8
	<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brickwork and concrete surfaces</u>		
15	12mm Joints not exceeding 300mm high	m	2
	<u>Two-part grey polysulphide sealing compound including backing cord, bond breaker, primer, etc</u>		
16	12 x 12mm In vertical expansion joints including raking out expansion joint filler as necessary	m	2
17	30 x 152mm Deep mortar fillet placed around rainwater tank.	m	2
Carried Forward			R
Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER Bill No. 15 External Works (Water Tank)			

Brought Forward			R
<u>TAPS, VALVES, ETC</u>			
<u>Taps, valves, etc and joints to "Polycop" polypropylene pipes including all necessary adaptors, etc</u>			
<u>"Cobra Watertech"</u>			
18	12mm KM2.203-15 brass demand bibcock	No	1
<u>WATER TANK</u>			
<u>"Jojo Tank" polyethelene or other approved water tank</u>			
19	5000 Litre rainwater tank complete with access lid with inlet hole placed in position on concrete slab and anchored cable stay strap 4mm dia. galvanized wire and U - anchores secured to tank and bottom end secured to 10mm dia. U-shaped high tensile steel securing lugs, bent to detail and cast into concrete plinth	No	1
Carried Forward to Summary of Section No. 3			
Section No. 3			
NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			
Bill No. 15			
External Works (Water Tank)			

SECTION SUMMARY - NEW ABLUTION - FEMALE BLOCK A, 6-SEATER			Amount	
Bill No		Page No		
1	Earthworks	51		
2	Concrete Formwork & Reinforcement	54		
3	Precast Concrete	55		
4	Masonry	58		
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6	Roof Coverings, etc	61		
7	Carpentry & Joinery	63		
8	Ironmongery	64		
9	Metalwork	66		
10	Plastering	67		
11	Tiling	68		
12	Plumbing and Draiage (Provisional)	71		
13	Glazing	72		
14	Paintwork	74		
15	External Works (Water Tank)	77		
Carried to Final Summary			R	
Section No. 3 NEW ABLUTION - FEMALE BLOCK A, 6-SEATER				

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Brought Forward			R
<u>SITE CLEARENCE</u>			
<u>Site clearance</u>			
1	Digging up and removing rubbish, debris, vegetation, hedges, shrubs, trees etc, not exceeding 200mm girth	m2	46
<u>EXCAVATIONS</u>			
<u>Excavate in earth not exceeding 2m deep below natural, elevated or reduced ground level for</u>			
2	Surface trenches	m3	3
<u>Bulk excavations in earth exceeding 200mm not exceeding 4000mm deep for</u>			
3	Pit latrine	m3	64
<u>Extra over trench and hole excavations in earth for excavation in</u>			
4	Soft rock	m3	6
5	Hard rock	m3	4
<u>Extra over all excavations for carting away:</u>			
6	Surplus material from excavations and/or on site to a dumping site to be located by the contractor	m3	70
<u>Risk of collapse of excavations</u>			
7	Sides of excavations from natural, elevated or reduced ground level not exceeding 1.5m deep	m2	19
8	Sides of bulk excavations exceeding 1,5m deep	m2	53
<u>Keeping excavations free of water</u>			
9	Allow for keeping all excavations entirely free from water and mud	Item	
Carried Forward			R
Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 1 Earthworks			

Brought Forward			R
<u>FILLING</u>			
<u>Earth filling supplied by the contractor, compacted to 95% Mod. AASHTO density</u>			
10	Backfilling behind pit walls and trenches compacted to 90% modified AASHTO density	m3	16
<u>COMPACTION TESTS:</u>			
11	Tests to determine the degree of compaction, etc of ground of filling	No	5
<u>PROTECTION AGAINST TERMITES</u>			
<u>Soil insecticide</u>			
12	Poison surface to sides and botom trenches bases, etc	m2	23
13	Poisoning surface of ground or filling under floors, steps, etc. including raking out 75mm deep V-shaped channels against the walls, etc., treated with poison solution, backfilling and ramming	m2	14
Carried Forward to Summary of Section No. 4			R
Section No. 4			
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER			
Bill No. 1			
Earthworks			

Item
No

Quantity

Rate

Amount

BILL NO. 2

**CONCRETE, FORMWORK AND
REINFORCEMENT**

STANDARD PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

SUPPLEMENTARY PREAMBLES

Cost of tests

The costs of making, storing and testing of concrete test cubes as required under clause 7 "Tests" of SABS 1200 G shall include the cost of providing cube moulds necessary for the purpose, for testing costs and for submitting reports on the tests to the architect. The testing shall be undertaken by an independent firm or institution nominated by the contractor to the approval of the architect. (Test cubes are measured separately)

Formwork

Description of formwork shall be deemed to include use and waste only (except where described as "left in" or "permanent"), for fitting together in the required forms, wedging, plumbing and fixing to true angles and surfaces as necessary to ensure easy release during stripping and for reconditioning as necessary before re-use

The vertical strutting shall be carried down to such construction as is sufficiently strong to afford the required support without damage and shall remain in position until the newly constructed work is able to support itself.

Formworks to soffits of solid slabs, etc shall be deemed to be slabs not exceeding 250mm thick unless otherwise described

Carried Forward

R

Section No. 4
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER
Bill No. 2
Concrete Formwork & Reinforcement

Brought Forward			R
<u>REINFORCED CONCRETE</u>			
<u>Reinforced concrete with a coarse aggregate of 19mm and a minimum compressive strength of 25MPa at 28 days</u>			
1	In strip footings	m3	1
2	In Raft slabs including beams	m3	8.7
3	Base slabs in pit	m3	6.9
4	Ramps	m3	2.1
5	In Channels/Aprons to slop	m3	2.9
<u>CONCRETE SUNDRIES</u>			
<u>Finishing top surfaces of concrete smooth with a wood float</u>			
6	Surface beds, slabs, etc	m2	35
7	Surface beds, slabs, etc to falls	m2	31
<u>CONCRETE TEST CUBES (PROVISIONAL):</u>			
8	Prepare set of three 150 x 150 x 150mm concrete strength test cubes, label and to an approved laboratory for testing, pay all charges and submit report to the Consult Engineer. Only successful tests will be paid for.	No	6
Carried Forward			R
Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 2 Concrete Formwork & Reinforcement			

Brought Forward			R
<u>ROUGH FORMWORK:</u>			
<u>Formwork to soffits of:</u>			
9	Suspended slab over pits propped up exceeding 1.5m and not exceeding 3m high	m2	25
<u>Formwork to form</u>			
10	Opening not exceeding 300mm diameter through 200mm slab	No	6
<u>SMOOTH FORMWORK:</u>			
<u>Smooth formwork to sides of:</u>			
11	Edges, rises, ends and reveals not exceeding 300mm high or wide.	m	20
<u>MOVEMENT JOINTS</u>			
12	Vertical separation joint between brick-and/or concrete surfaces formed with 13mm bitumen impregnated softboard joint filler not exceeding 300mm high including raking out for a depth 12mm and finish off with 12 x 13mm bituminous filling	m	24
<u>REINFORCEMENT</u>			
<u>Mild steel reinforcement to structural concrete work</u>			
13	Mild steel reinforcement in concrete base in pit (Various sizes)	t	0.44
<u>High tensile steel to structural concrete work</u>			
14	High yield bars in concrete raft slab and isolated beams (various sizes).	t	1.42
<u>Fabric reinforcement</u>			
15	Type Ref 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	27
Carried Forward to Summary of Section No. 4			R
Section No. 4			
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER			
Bill No. 2			
Concrete Formwork & Reinforcement			

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Item No		Quantity	Rate	Amount
	<u>BILL NO. 4</u>			
	<u>MASONRY</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>BRICKWORK IN PIT</u>			
	<u>Brickwork of 14mpa NFX in English bond bricks in class II motar</u>			
1	220mm brick wall in pit	m2	52	
	<u>Brick reinforcement</u>			
2	Brick reinforcement 150mm wide built into brick walls with sufficient laps at end joints, angles and intersections.	m	577	
	<u>SUPERSTRUCTURE</u>			
	<u>Brickwork of NFP bricks in cement mortar</u>			
3	Half brick walls	m2	27	
4	220mm brick walls	m2	73	
5	220mm Brick walls in fire walls and gables, ditto	m2	4	
6	Half brick walls in beamfilling	m2	7	
	<u>Brick reinforcement</u>			
7	Brick reinforcement 75mm wide built into brick walls with sufficient laps at end joints, angles and intersections (measured nett).	m	79	
Carried Forward				R
Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 4 Masonry				

Brought Forward			R
8	Brick reinforcement 150mm wide built into brick walls with sufficient laps at end joints, angles and intersections (measured nett).	m	215
<u>Prestressed precast concrete lintels</u>			
9	110 x 75mm Lintels not exceeding 3m	m	8
<u>Galvanised hoop iron cramps, ties, etc</u>			
10	30 x 1,6mm galvanised hoop iron roof tie with one end built six courses deep into top of brickwork and other end wrapped around and nailed to trusses	No	16
<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brick surfaces</u>			
11	12mm Joints not exceeding 300mm wide.	m	12
<u>Air bricks etc</u>			
12	Set of two 229 x 152mm terra cotta vermin proof air bricks	Sets	2
<u>FACED BRICKWORK</u>			
<u>"Corobrik Firelight Satin" or other approved FBS face bricks in structure bond, pointed with recessed horizontal and vertical joints</u>			
13	Extra over brickwork for face brickwork externally	m2	73
14	Extra over brickwork for brick-on-edge header course lintel pointed on face and 110mm soffit	m	9
15	Fair raking cutting	m	8
<u>Brick-on-edge header course copings, sills, etc of "Corobrik Topaz Travertine" or other approved FBS face bricks pointed with recessed joints on all exposed faces</u>			
16	200mm Wide sill set sloping and slightly projecting and pointed on top and one edge	m	4
Carried Forward			R
Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 4 Masonry			

Brought Forward				R
<u>NUTEC-CEMENT/FIBRE-CEMENT WINDOW SILLS</u>				
<u>Natural grey sills in single lengths bedded in cement mortar including metal fixing lugs etc</u>				
17	"Product no. 031-509" 15 x 150mm Wide sills set flat and slightly projecting	m	4	
Carried Forward to Summary of Section No. 4				R
Section No. 4				
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER				
Bill No. 4				
Masonry				

Section No. 4
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER
Bill No. 5
Waterproofing

Item No		Quantity	Rate	Amount
	<u>BILL NO. 6</u>			
	<u>ROOF COVERINGS, ETC</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>PROFILED METAL SHEETING AND ACCESSORIES</u>			
	<u>Galvanized corrugated iron roofing sheets Class Z 275</u>			
	NOTE : The Contractor is to submit a certificate signed by the merchant, stating that the galvanized roof covering supplied complies with the required thickness specified -----			
	<u>0.58mm Colourbond roof sheeting IBR profile in single lengths and accessories with colour coated finish on one side, fixed to timber purlins in strict accordance with the manufacturer's recommendation</u>			
1	Roof covering with pitch not exceeding 25 degrees	m2	47	
2	Ridge capping (550mm girth) screwed through sheeting to purlins	m	7	
	<u>1.2mm thick Polycarbonate translucent sheeting with flutes to match Colorbond roof sheeting</u>			
3	Roof covering in single pitch not exceeding 15 degrees	m2	4	
	<u>Sundries</u>			
4	Sondor IBR pattern polyclosures to underside of ridge capping	m	15	
5	"Sondor" IBR pattern metal closure	m	15	
	Carried Forward			R
	Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 6 Roof Coverings, etc			

Brought Forward			R
6	"Sondor" IBR pattern eaves polycloser	m	15
<u>ROOF AND WALL INSULATION</u>			
<u>"Sisalation FR430" or equal and approved Heavy Industrial Grade Aluminum Foil based insulation</u>			
7	Insulation laid taut over purlins (at approximately 450mm centres) and fixed concurrent with roof covering including galvanised steel straining wires	m2	30
Carried Forward to Summary of Section No. 4			R
Section No. 4			
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER			
Bill No. 6			
Roof Coverings, etc			

Item
No

Quantity

Rate

Amount

BILL NO. 7

CARPENTRY AND JOINERY

STANDARD PREAMBLES

PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

PREFABRICATED ROOF TRUSSES, ETC.

Roof trusses

NOTE: Timber roof trusses are to comply with SABS Code of Practice 0243. (The design, manufacture and erection of timber trusses, including nail-plated and bolted trusses with lapped members). The following is applicable in respect of roof trusses: Trusses are at maximum 1200mm centres. Roof covering is IBR profiled metal sheeting colour one side on 50 x 76mm purlins. Ceilings are nailed gypsum plasterboard on brandering. The dimensions in the descriptions of the trusses are nominal and actual measurements are to be obtained from site before design or fabrication commences.

Design and supply plate nailed timber roof trusses

- 1 Design, supply and install roof truss system complete in accordance with the Standard Building Regulations, including cross battens at hips, valleys, etc. fixed to trusses with and including ring shank nails, hurricane clips at exposed sections and at ridges, temporary and permanent bracing, etc. to suit roof area approximate size 41m2 (on flat floor area inclusive of overhangs)

No

1

Carried Forward

R

Section No. 4

NEW ABLUTION - FEMALE BLOCK B, 6-SEATER

Bill No. 7

Carpentry & Joinery

Brought Forward			R
2	Allowance for the issue of TR1 and TR2 certificates after completion of entire roof installation, signed by a competent person	Item	
<u>Wrought softwood</u>			
3	38 x 114mm Wall plates	m	11
4	50 x 76mm Purlins	m	40
5	76 x 76mm Splayed gutter purlins	m	13
<u>EAVES, VERGES, ETC</u>			
<u>"Everite Nutec" medium density fibre-cement</u>			
6	12 x 255mm Fascias, including galvanised steel H-profile joiners	m	15
7	80 x 200mm Angle section barge board, including galvanised steel H-profile joiners	m	13
<u>Sundries</u>			
8	Two coats "ABE Provonite" coal tar paint on roof timbers at eaves and verges	m2	3
<u>DOORS ETC</u>			
<u>Wrought Meranti or similar approved doors</u>			
9	40mm Framed ledged, braced and battened door size 762 x 1200mm high, hung 100mm from the finished floor level (Refer to Door Schedule D1 on drawing - GR-2S-1T-TB-WB)	No	6
10	40mm Framed ledged, braced and battened door size 813 x 2032mm high of 40 x 110mm wide top rail and stiles, 20 x 150mm middle ledge, 20 x 225mm bottom ledge and 20 x 110mm braces, hung to steel frame (elsewhere measured) (Refer to Door Schedule D2 on drawing - GR-2S-1T-TB-WB)	No	1
Carried Forward			R
Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 7 Carpentry & Joinery			

Brought Forward				R
<u>FRAMED FRAMES, MULLION, TRANSOMS ETC</u>				
11	44 x 70mm Rebated and hollow rounded at back post bolted	m	30	
Carried Forward to Summary of Section No. 4				R
Section No. 4				
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER				
Bill No. 7				
Carpentry & Joinery				

Item No		Quantity	Rate	Amount
	<u>BILL NO. 8</u>			
	<u>IRONMONGERY</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	NOTE : Where ironmongery is referred to by a trade name or catalogue number, it may be replaced by another product of equal quality with the prior approval of the Representative/Agent			
	NOTE : Where ironmongery is described as plugged, prices are to include for screwing to and including approved patent plugs in concrete or brickwork with plaster or tiled finish			
	<u>THE FOLLOWING IRONMONGERY FIXED TO DOORS, ETC</u>			
	<u>Locks</u>			
1	"Union" four lever Commercial series mortice lockset with striking plate fixed to metal	No	7	
	<u>"Union"</u>			
2	"CZ80941SC" bathroom WC indicator bolts	No	6	
	<u>LETTERS, NAMEPLATES, ETC</u>			
	<u>"Union"</u>			
3	290 x 290mm anodised aluminium plate with male symbol	No	1	
	Carried Forward			
	Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 8 Ironmongery		R	



Brought Forward			R
<u>SUNDRIES</u>			
<u>"Union"</u>			
4	38mm Diameter rubber door stop plugged	No	7
Carried Forward to Summary of Section No. 4			
Section No. 4			
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER			
Bill No. 8			
Ironmongery			

Item No		Quantity	Rate	Amount
	<u>BILL NO. 9</u>			
	<u>METALWORK</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>PRESSED STEEL DOOR FRAMES</u>			
	<u>1,2mm double rebated pressed steel door frames suitable for half brick walls with face brick finish on both sides</u>			
1	Door frame for door size 0,762 x 2,032m with two 100mm steel butts and slotted for lock strike	No	3	
	<u>1,2mm double rebated pressed steel door frames suitable for one brick walls with plaster finish on both sides</u>			
2	Door frame for door size 0,813 x 2,032m with two 100mm steel butts and slotted for lock strike	No	1	
	<u>STEEL WINDOWS</u>			
	NOTE : Windows shall be provided with chromium plated brass fittings			
	NOTE : The given sizes are overall, approximate and in the order of width and height. The detailed drawings and building must be carefully checked for exact sizes before placing orders. Any errors in this respect will be at the Contractor's expense and no claims for extras on this account will be entertained			
	NOTE : Where so described windows shall be provided with burglar bars to opening and fixed sections, consisting of 20 x 5mm mild steel flat sections to standard NBP2 pattern welded at intersections and to window frame Bars in front of fixed sections to be bent 75mm away from the glass surface -----			
	Carried Forward			
	Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 9 Metalwork			
			R	

Brought Forward			R
<u>SS Industrial type galvanised internally glazed steel windows with brass stays,</u>			
3	Window type W1; size 1,100 x 0,550m	No	2
4	Window type W2; size 0,360m x 0,518m	No	3
<u>WELDED SCREENS, GATES, ETC</u>			
<u>Security Gates</u>			
5	Mild Steel single gate 843 x 2170mm high (as per detailed drawing G1) and fitted with a pair of suitable hinges welded to post and with ears for padlock	No	1
Carried Forward to Summary of Section No. 4			R
Section No. 4			
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER			
Bill No. 9			
Metalwork			

Item
No

Quantity

Rate

Amount

BILL NO. 11

TILING

PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

FLOOR TILING

300 x 300mm "Salt and pepper" ceramic tiles or other equally approved full bodied porcelain floor tiles with 3mm grouting fixed with Tal Goldstar 6 and Tal Bond tile adhesive to screeded / wood floated / power floated floors (screeds, wood floated or power floated elsewhere measured) and flush pointed with "Tal Floor" antibacterial grout in accordance manufacturer's instruction. Expansion joints to structural Eng. specifications and details. Contractor to provide samples for approval

1	On floors	m2	28	
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SKIRTINGS, NOSINGS, ETC.

2	Skirting 100mm high	m	39	
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Carried Forward to Summary of Section No. 4

R

Section No. 4
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER
Bill No. 11
Tiling

Item No		Quantity	Rate	Amount
	<u>BILL NO. 12</u>			
	<u>PLUMBING AND DRAINAGE</u> <u>(PROVISIONAL)</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>RAINWATER DISPOSAL</u>			
	<u>0.6mm Seamless aluminium gutter and rainwater pipe system</u>			
1	125 x 75mm Eaves gutters	m	13	
2	Extra over eaves gutter for stopped end	No	4	
3	Extra over eaves gutter for outlet for 110mm diameter pipe	No	2	
4	80mm Diameter rainwater down pipes	m	4	
	<u>SANITARY FITTINGS</u>			
	<u>Stainless steel urinal</u>			
	<u>"Vaal"</u>			
5	"Atlas VIP 200" (Code 223APG) heavy duty pedestal and fixing in position in hole (hole elsewhere) in concrete slab with an approved epoxy complete with footpiece, funnel, plug, lifting handle, heavy duty flap seat and cover, etc.	No	6	
6	Wash hand basin fixed to wall with tap including all accessories to connect to water tank	No	6	
7	Concrete wash trough with tap including all accessories connecting to Jojo tank	No	1	
	Carried Forward			
	Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 12 Plumbing and Drainage (Provisional)			
			R	

Brought Forward				R
8	Heavy-duty Lockable Toilet Roll Holder (TR3)	No	6	
<u>WASTE UNIONS ETC</u>				
9	32mm Basin waste union	No	4	
<u>TRAPS ETC</u>				
<u>"Cobra Watertech"</u>				
<u>uPVC</u>				
<u>TAPS, VALVES, ETC</u>				
<u>"Cobra Watertech"</u>				
10	15mm Stopcock	No	6	
<u>SANITARY PLUMBING</u>				
<u>uPVC vent pipe fixed to wall with "Everite"</u>				
<u>aluminium alloy downpipes clips (product No.603-084) screed and plugged to wall at 1m center to center</u>				
11	50mm uPVC pipes	m	8	
12	100mm uPVC vent pipes	m	27	
<u>Extra over uPVC pipes for fittings</u>				
13	110mm Air vent cowl with with an approved copper wire gauze fly screen,glued on top	No	6	
14	50mm Bend	No	18	
15	50mm Tee	No	18	
Carried Forward				R
Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 12 Plumbing and Draiage (Provisional)				

Brought Forward			R
<u>WATER SUPPLIES</u>			
<u>"Polycop" polypropylene pipes with brass compression fittings</u>			
16	15mm Pipes	m	7
17	15mm Pipes laid in and including trenches	m	7
<u>Extra over 15mm diameter Polycop polyethelene pipe for:</u>			
18	Fittings	No	20
<u>Sundries</u>			
19	Testing water pipe system	Item	
Carried Forward to Summary of Section No. 4			R
Section No. 4			
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER			
Bill No. 12			
Plumbing and Draiage (Provisional)			

Section No. 4
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER
Bill No. 13
Glazing

Item
No

BILL NO. 14

PAINTING

STANDARD PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

Proprietary items or materials

Proprietary items or materials where specified are to be of the brand specified - or other approved - by the Head: Works

PREPARATORY WORK TO EXISTING WORK

Previously painted plastered surfaces

Surfaces shall be thoroughly washed down and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler and finished smooth

Previously painted metal surfaces

Surfaces shall be thoroughly rubbed and cleaned down. Blistered or peeling paint shall be completely removed down to bare metal

Previously painted wood surfaces

Surfaces shall be thoroughly cleaned down. Blistered or peeling paint shall be completely removed and cracks and crevices shall be primed, filled with suitable filler and finished smooth

Carried Forward

R

Section No. 4
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER
Bill No. 14
Paintwork

Brought Forward			R
<u>ON FLOATED PLASTER</u>			
<u>"Plascon" or other equally approved Primer (PP700) and two coats "Velvaglo" water based paint for interior use</u>			
1	On internal walls	m2	143
2	On narrow widths not exceeding 300mm	m2	24
<u>ON FIBRE-CEMENT</u>			
<u>Two coats extremely durable uv-resistant washable pure acrylic paint</u>			
3	On fascias and barge boards	m2	6
<u>ON WOOD</u>			
<u>One coat wood primer, one coat Universal Undercoat and two finishing coats of Plascon Velvaglo or similar approved, sanding lightly between coats</u>			
4	On doors	m2	23
<u>PAINT ON METAL</u>			
<u>Prepare, touch up factory primer, paint one undercoat and one full coat high gloss enamel paint</u>			
5	On door frames	m2	5
6	On Single gate 843 x 2170mm high	m2	2
Carried Forward to Summary of Section No. 4			R
Section No. 4			
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER			
Bill No. 14			
Paintwork			

Item No		Quantity	Rate	Amount
	<u>BILL No. 15</u>			
	<u>SITEWORKS (PROVISIONAL)</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>WATER TANK</u>			
	<u>Excavation in earth not exceeding 2m deep</u>			
1	In Trench	m3	3	
2	Extra over trench excavation in soft rock	m3	1	
	<u>Risk of collapse of excavations</u>			
3	Sides of trench and hole excavation not exceeding 1,5m deep	m2	11	
	<u>Extra over all excavations for carting away</u>			
4	Cart away surplus material to a suitable dumping site to be located by the contractor	m3	3	
	<u>Earth filling obtained from the excavations and/or prescribed stock piles on site compacted to 95% Mod AASHTO density</u>			
5	Backfilling to trenches, hole, etc.	m3	2	
6	Filling under concrete slab including compacted to 90% modified AASHTO density	m3	3	
	<u>COMPACTION TESTS:</u>			
7	"Modified AASHTO Density" test	No	5	
	Carried Forward			
	Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 15 External Works (Water Tank)		R	

Brought Forward			R	
<u>UNREINFORCED CONCRETE</u>				
<u>25MPa/19mm concrete</u>				
8	In strip footing	m3	1	
9	In Slab	m3	1	
<u>Rough formwork</u>				
10	To edges not exceeding 300mm high	m	8	
<u>REINFORCEMENT</u>				
<u>Reinforcement</u>				
11	Type 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	4	
<u>BRICKWORK</u>				
<u>Brickwork of NFX bricks (14 MPa nominal compressive strength) in cement mortar</u>				
12	One brick wall in stretcher bond including wire ties	m2	5	
<u>"Corobrik Corngold Satin" or other approved FBA face bricks pointed with recessed horizontal and vertical joints</u>				
13	Extra over ordinary brickwork for facing in stretcher bond with "Corobrik Corngold Satin FBA" or other approved clay facing brick	m2	2	
14	Extra over ordinary brickwork for Brick-on-edge header course coping to top of one brick wall, built fair and pointed on top and both edges with "Corobrik Corngold Satin FBA" or other approved facing bricks.	m	8	
<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brickwork and concrete surfaces</u>				
15	12mm Joints not exceeding 300mm high	m	2	
Carried Forward			R	
Section No. 4 NEW ABLUTION - FEMALE BLOCK B, 6-SEATER Bill No. 15 External Works (Water Tank)				

Brought Forward			R
<u>Two-part grey polysulphide sealing compound including backing cord, bond breaker, primer, etc</u>			
16	12 x 12mm In vertical expansion joints including raking out expansion joint filler as necessary	m	2
17	30 x 152mm Deep mortar fillet placed around rainwater tank.	m	2
<u>TAPS, VALVES, ETC</u>			
<u>Taps, valves, etc and joints to "Polycop" polypropylene pipes including all necessary adaptors, etc</u>			
<u>"Cobra Watertech"</u>			
18	12mm KM2.203-15 brass demand bibcock	No	1
<u>WATER TANK</u>			
<u>"Jojo Tank" polyethelene or other approved water tank</u>			
19	5000 Litre rainwater tank complete with access lid with inlet hole placed in position on concrete slab and anchored cable stay strap 4mm dia. galvanized wire and U - anchores secured to tank and bottom end secured to 10mm dia. U-shaped high tensile steel securing lugs, bent to detail and cast into concrete plinth	No	1
Carried Forward to Summary of Section No. 4			R
Section No. 4			
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER			
Bill No. 15			
External Works (Water Tank)			

**Bill
No**

Amount

1	Earthworks	81		
2	Concrete Formwork & Reinforcement	84		
3	Precast Concrete	85		
4	Masonry	88		
5	Waterproofing	89		
6	Roof Coverings, etc	91		
7	Carpentry & Joinery	94		
8	Ironmongery	96		
9	Metalwork	98		
10	Plastering	99		
11	Tiling	100		
12	Plumbing and Draiage (Provisional)	103		
13	Glazing	104		
14	Paintwork	106		
15	External Works (Water Tank)	109		

Carried to Final Summary

R

Section No. 4
NEW ABLUTION - FEMALE BLOCK B, 6-SEATER

Item
No

SECTION 5

BILL NO. 1

EARTHWORKS (PROVISIONAL)

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

NOTE : All excavations are measured as being in "earth" and/or filling compacted to 98% modified AASHTO density. Descriptions of excavations shall be deemed to include for setting aside surplus excavated material in spoil heaps for use as filling or for depositing within 150m of the perimeter of the excavations and spreading and roughly levelling as directed, as well as for increase in bulk and multiple handling of excavated material caused by the contractor's method of operation. Descriptions of carting away of excavated material shall be deemed to include loading excavated material onto trucks directly from the excavations or, alternatively, from stock piles situated on the building site and for bulking.

NOTE : Working space for formwork to sides of all concrete, except columns, shall be measured only where the concrete face is less than 750mm from the face of the measured excavations. Working space for formwork to sides of columns shall be measured for the width of the column face only where both: the top of the column base is more than 1,5m below the commencing level of the excavations and the column face is less than 500mm from the face of the measured excavations. No claim shall be considered for any working space for formwork to concrete other than as above described or for working space beyond the sides of trench excavations for the building of brick or block walls. Descriptions of excavations for working space shall be deemed to include for any additional risk of collapse so incurred and for the returning and compacting of the excavated material as described

Carried Forward

Section No. 5
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P
Bill No. 1
Earthworks

Quantity

Rate

Amount

R

Brought Forward			R
<u>SITE CLEARENCE</u>			
<u>Site clearance</u>			
1	Digging up and removing rubbish, debris, vegetation, hedges, shrubs, trees etc, not exceeding 200mm girth	m2	78
<u>EXCAVATIONS</u>			
<u>Excavate in earth not exceeding 2m deep below natural, elevated or reduced ground level for</u>			
2	Surface trenches	m3	7
<u>Bulk excavations in earth exceeding 200mm not exceeding 4000mm deep for</u>			
3	Pit latrine	m3	61
<u>Extra over trench and hole excavations in earth for excavation in</u>			
4	Soft rock	m3	7
5	Hard rock	m3	4
<u>Extra over all excavations for carting away:</u>			
6	Surplus material from excavations and/or on site to a dumping site to be located by the contractor	m3	69
<u>Risk of collapse of excavations</u>			
7	Sides of excavations from natural, elevated or reduced ground level not exceeding 1.5m deep	m2	30
8	Sides of bulk excavations exceeding 1,5m deep	m2	51
<u>Keeping excavations free of water</u>			
9	Allow for keeping all excavations entirely free from water and mud	Item	
Carried Forward			R
Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 1 Earthworks			

Brought Forward			R
<u>FILLING</u>			
<u>Earth filling supplied by the contractor, compacted to 95% Mod. AASHTO density</u>			
10	Backfilling behind pit walls and trenches compacted to 90% modified AASHTO density	m3	10
<u>COMPACTION TESTS:</u>			
11	Tests to determine the degree of compaction, etc of ground of filling	No	6
<u>PROTECTION AGAINST TERMITES</u>			
<u>Soil insecticide</u>			
12	Poison surface to sides and botom trenches bases, etc	m2	30
13	Poisoning surface of ground or filling under floors, steps, etc. including raking out 75mm deep V-shaped channels against the walls, etc., treated with poison solution, backfilling and ramming	m2	25
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 1			
Earthworks			

Brought Forward			R
<u>REINFORCED CONCRETE</u>			
<u>Reinforced concrete with a coarse aggregate of 19mm and a minimum compressive strength of 25MPa at 28 days</u>			
1	In strip footings	m3	2
2	In Raft slabs including beams	m3	10.9
3	Base slabs in pit	m3	8.8
4	Ramps	m3	2.5
5	In Channels/Aprons to slop	m3	4.9
<u>CONCRETE SUNDRIES</u>			
<u>Finishing top surfaces of concrete smooth with a wood float</u>			
6	Surface beds, slabs, etc	m2	59
7	Surface beds, slabs, etc to falls	m2	46
<u>CONCRETE TEST CUBES (PROVISIONAL):</u>			
8	Prepare set of three 150 x 150 x 150mm concrete strength test cubes, label and to an approved laboratory for testing, pay all charges and submit report to the Consult Engineer. Only successful tests will be paid for.	No	6
<u>ROUGH FORMWORK:</u>			
<u>Formwork to soffits of:</u>			
9	Suspended slab over pits propped up exceeding 1.5m and not exceeding 3m high	m2	25
<u>Formwork to form</u>			
10	Opening not exceeding 300mm diameter through 200mm slab	No	4
Carried Forward			R
Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 2 Concrete Formwork & Reinforcement			

Brought Forward			R
<u>SMOOTH FORMWORK:</u>			
<u>Smooth formwork to sides of:</u>			
11	Edges, rises, ends and reveals not exceeding 300mm high or wide.	m	21
<u>MOVEMENT JOINTS</u>			
12	Vertical separation joint between brick-and/or concrete surfaces formed with 13mm bitumen impregnated softboard joint filler not exceeding 300mm high including raking out for a depth 12mm and finish off with 12 x 13mm bituminous filling	m	24
<u>REINFORCEMENT</u>			
<u>Mild steel reinforcement to structural concrete work</u>			
13	Mild steel reinforcement in concrete base in pit (Various sizes)	t	0.20
<u>High tensile steel to structural concrete work</u>			
14	High yield bars in concrete raft slab and isolated beams (various sizes).	t	1.22
<u>Fabric reinforcement</u>			
15	Type Ref 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	41
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 2			
Concrete Formwork & Reinforcement			

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Item No		Quantity	Rate	Amount
	<u>BILL NO. 4</u>			
	<u>MASONRY</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>BRICKWORK IN PIT</u>			
	<u>Brickwork of 14mpa NFX in English bond bricks in class II motar</u>			
1	220mm brick wall in pit	m2	55	
	<u>Brick reinforcement</u>			
2	Brick reinforcement 150mm wide built into brick walls with sufficient laps at end joints, angles and intersections.	m	611	
	<u>SUPERSTRUCTURE</u>			
	<u>Brickwork of NFP bricks in cement mortar</u>			
3	Half brick walls	m2	15	
4	220mm brick walls	m2	100	
5	220mm Brick walls in fire walls and gables, ditto	m2	5	
6	Half brick walls in beamfilling	m2	8	
	<u>Brick reinforcement</u>			
7	Brick reinforcement 75mm wide built into brick walls with sufficient laps at end joints, angles and intersections (measured nett).	m	44	
	Carried Forward			
	Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 4 Masonry		R	

Brought Forward			R
8	Brick reinforcement 150mm wide built into brick walls with sufficient laps at end joints, angles and intersections (measured nett).	m	295
<u>Prestressed precast concrete lintels</u>			
9	110 x 75mm Lintels not exceeding 3m	m	12
<u>Galvanised hoop iron cramps, ties, etc</u>			
10	30 x 1,6mm galvanised hoop iron roof tie with one end built six courses deep into top of brickwork and other end wrapped around and nailed to trusses	No	14
<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brick surfaces</u>			
11	12mm Joints not exceeding 300mm wide.	m	12
<u>Air bricks etc</u>			
12	Set of two 229 x 152mm terra cotta vermin proof air bricks	Sets	3
<u>FACED BRICKWORK</u>			
<u>"Corobrik Firelight Satin" or other approved FBS face bricks in structure bond, pointed with recessed horizontal and vertical joints</u>			
13	Extra over brickwork for face brickwork externally	m2	90
14	Extra over brickwork for brick-on-edge header course lintel pointed on face and 110mm soffit	m	6
15	Fair raking cutting	m	8
<u>Brick-on-edge header course copings, sills, etc of "Corobrik Topaz Travertine" or other approved FBS face bricks pointed with recessed joints on all exposed faces</u>			
16	200mm Wide sill set sloping and slightly projecting and pointed on top and one edge	m	2
Carried Forward			R
Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 4 Masonry			

Brought Forward				R
<u>NUTEC-CEMENT/FIBRE-CEMENT WINDOW SILLS</u>				
<u>Natural grey sills in single lengths bedded in cement mortar including metal fixing lugs etc</u>				
17	"Product no. 031-509" 15 x 150mm Wide sills set flat and slightly projecting	m	2	
Carried Forward to Summary of Section No. 5				
Section No. 5				
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P				
Bill No. 4				
Masonry				

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Brought Forward			R
<u>Sundries</u>			
4	Sondor IBR pattern polyclosures to underside of ridge capping	m	15
5	"Sondor" IBR pattern metal closure	m	15
6	"Sondor" IBR pattern eaves polycloser	m	15
<u>ROOF AND WALL INSULATION</u>			
<u>"Sisalation FR430" or equal and approved Heavy Industrial Grade Aluminum Foil based insulation</u>			
7	Insulation laid taut over purlins (at approximately 450mm centres) and fixed concurrent with roof covering including galvanised steel straining wires	m2	42
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 6			
Roof Coverings, etc			

Item
No

Quantity

Rate

Amount

BILL NO. 7

CARPENTRY AND JOINERY

PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

PREFABRICATED ROOF TRUSSES, ETC.

Roof trusses

NOTE: Timber roof trusses are to comply with SABS Code of Practice 0243. (The design, manufacture and erection of timber trusses, including nail-plated and bolted trusses with lapped members). The following is applicable in respect of roof trusses: Trusses are at maximum 1200mm centres. Roof covering is IBR profiled metal sheeting colour one side on 50 x 76mm purlins. Ceilings are nailed gypsum plasterboard on brandering. The dimensions in the descriptions of the trusses are nominal and actual measurements are to be obtained from site before design or fabrication commences.

Design and supply plate nailed timber roof trusses

- 1 Design, supply and install roof truss system complete in accordance with the Standard Building Regulations, including cross battens at hips, valleys, etc. fixed to trusses with and including ring shank nails, hurricane clips at exposed sections and at ridges, temporary and permanent bracing, etc. to suit roof area approximate size 45m2 (on flat floor area inclusive of overhangs)
- 2 Allowance for the issue of TR1 and TR2 certificates after completion of entire roof installation, signed by a competent person

No

1

Item

Carried Forward

R

Section No. 5
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P
Bill No. 7
Carpentry & Joinery

Brought Forward			R
<u>Wrought softwood</u>			
3	38 x 114mm Wall plates	m	13
4	50 x 76mm Purlins	m	43
5	76 x 76mm Splayed gutter purlins	m	14
<u>EAVES, VERGES, ETC</u>			
<u>"Everite Nutec" medium density fibre-cement</u>			
6	12 x 255mm Fascias, including galvanised steel H-profile joiners	m	15
7	80 x 200mm Angle section barge board, including galvanised steel H-profile joiners	m	14
<u>Sundries</u>			
8	Two coats "ABE Provonite" coal tar paint on roof timbers at eaves and verges	m2	3
<u>DOORS ETC</u>			
<u>Wrought Meranti or similar approved doors</u>			
9	40mm Framed ledged, braced and battened door size 762 x 1200mm high, hung 100mm from the finished floor level (Refer to Door Schedule D1 on drawing - GR-2S-1T-TB-WB)	No	3
10	40mm Framed ledged, braced and battened door size 813 x 2032mm high of 40 x 110mm wide top rail and stiles, 20 x 150mm middle ledge, 20 x 225mm bottom ledge and 20 x 110mm braces, hung to steel frame (elsewhere measured) (Refer to Door Schedule D2 on drawing - GR-2S-1T-TB-WB)	No	3
<u>FRAMED FRAMES, MULLION, TRANSOMS ETC</u>			
11	44 x 70mm Rebated and hollow rounded at back post bolted	m	15
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 7			
Carpentry & Joinery			

Item No		Quantity	Rate	Amount
	<u>BILL NO. 8</u>			
	<u>IRONMONGERY</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	NOTE : Where ironmongery is referred to by a trade name or catalogue number, it may be replaced by another product of equal quality with the prior approval of the Representative/Agent			
	NOTE : Where ironmongery is described as plugged, prices are to include for screwing to and including approved patent plugs in concrete or brickwork with plaster or tiled finish -----			
	<u>THE FOLLOWING IRONMONGERY FIXED TO DOORS, ETC</u>			
	<u>Locks</u>			
1	"Union" four lever Commercial series mortice lockset with striking plate fixed to metal	No	6	
	<u>"Union"</u>			
2	"CZ80941SC" bathroom WC indicator bolts	No	4	
	<u>LETTERS, NAMEPLATES, ETC</u>			
	<u>"Union"</u>			
3	290 x 290mm anodised aluminium plate with male symbol	No	3	
	<u>SUNDRIES</u>			
	<u>"Union"</u>			
4	38mm Diameter rubber door stop plugged	No	7	
	Carried Forward			R
	Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 8 Ironmongery			

Brought Forward			R
<u>"Dorma"</u>			
5	Stainless steel Back grab rail DGR -SS- 150	No	1
6	Stainless steel Flush valve back rail DGR - SS 151	No	1
7	Stainless steel Side grab rail - DGR - SS- 152	No	1
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 8			
Ironmongery			

Item No		Quantity	Rate	Amount
	<u>BILL NO. 9</u>			
	<u>METALWORK</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>PRESSED STEEL DOOR FRAMES</u>			
	<u>1,2mm double rebated pressed steel door frames suitable for half brick walls with face brick finish on both sides</u>			
1	Door frame for door size 0,762 x 2,032m with two 100mm steel butts and slotted for lock strike	No	3	
	<u>1,2mm double rebated pressed steel door frames suitable for one brick walls with plaster finish on both sides</u>			
2	Door frame for door size 0,813 x 2,032m with two 100mm steel butts and slotted for lock strike	No	3	
	<u>STEEL WINDOWS</u>			
	NOTE : Windows shall be provided with chromium plated brass fittings			
	NOTE : The given sizes are overall, approximate and in the order of width and height. The detailed drawings and building must be carefully checked for exact sizes before placing orders. Any errors in this respect will be at the Contractor's expense and no claims for extras on this account will be entertained			
	NOTE : Where so described windows shall be provided with burglar bars to opening and fixed sections, consisting of 20 x 5mm mild steel flat sections to standard NBP2 pattern welded at intersections and to window frame Bars in front of fixed sections to be bent 75mm away from the glass surface			
	Carried Forward		R	
	Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 9 Metalwork			

Brought Forward			R
<u>SS Industrial type galvanised internally glazed steel windows with brass stays.</u>			
3	Window type W2; size 0,360m x 0,518m	No	5
<u>WELDED SCREENS, GATES, ETC</u>			
<u>Security Gates</u>			
4	Mild Steel single gate 843 x 2170mm high (as per detailed drawing G1) and fitted with a pair of suitable hinges welded to post and with ears for padlock	No	3
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 9			
Metalwork			

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Item No		Quantity	Rate	Amount
	<u>BILL NO. 12</u>			
	<u>PLUMBING AND DRAINAGE</u> <u>(PROVISIONAL)</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>RAINWATER DISPOSAL</u>			
	<u>0.6mm Seamless aluminium gutter and rainwater pipe system</u>			
1	125 x 75mm Eaves gutters	m	14	
2	Extra over eaves gutter for stopped end	No	4	
3	Extra over eaves gutter for outlet for 110mm diameter pipe	No	2	
4	80mm Diameter rainwater down pipes	m	5	
	<u>SANITARY FITTINGS</u>			
	<u>Stainless steel urinal</u>			
5	496 AP Waterless Urinal fitting and waste	No	1	
	<u>"Vaal"</u>			
6	"Atlas VIP 200" (Code 223APG) heavy duty pedestal and fixing in position in hole (hole elsewhere) in concrete slab with an approved epoxy complete with footpiece, funnel, plug, lifting handle, heavy duty flap seat and cover, etc.	No	4	
7	Wash hand basin fixed to wall with tap including all accessories to connect to water tank	No	3	
	Carried Forward			
	Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 12 Plumbing and Drainage (Provisional)		R	

Brought Forward			R
8	Concrete wash trough with tap including all accessories connecting to Jojo tank	No	1
9	Heavy-duty Lockable Toilet Roll Holder (TR3)	No	4
10	Paraplegic "Kimberly Klark Professional SQ2" toilet tissue dispenser	No	1
<u>WASTE UNIONS ETC</u>			
11	32mm Basin waste union	No	3
<u>TRAPS ETC</u>			
12	75mm Urinal trap with domical grating	No	1
<u>TAPS, VALVES, ETC</u>			
<u>"Cobra Watertech"</u>			
13	15mm Stopcock	No	7
14	"Cobra" 503-21R elbow action raised nose pillar tap	No	1
<u>SANITARY PLUMBING</u>			
<u>uPVC vent pipe fixed to wall with "Everite" aluminium alloy downpipes clips (product No.603-084) screed and plugged to wall at 1m center to center</u>			
15	50mm uPVC pipes	m	12
16	100mm uPVC vent pipes	m	18
<u>Extra over uPVC pipes for fittings</u>			
17	110mm Air vent cowl with with an approved copper wire gauze fly screen,glued on top	No	4
18	50mm Bend	No	13
19	50mm Tee	No	13
Carried Forward			R
Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 12 Plumbing and Draiage (Provisional)			

Brought Forward			R
<u>WATER SUPPLIES</u>			
<u>"Polycop" polypropylene pipes with brass compression fittings</u>			
20	15mm Pipes	m	10
21	15mm Pipes laid in and including trenches	m	10
<u>Extra over 15mm diameter Polycop polyethelene pipe for:</u>			
22	Fittings	No	20
<u>Sundries</u>			
23	Testing water pipe system	Item	
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 12			
Plumbing and Draiage (Provisional)			

Item
No

Quantity

Rate

Amount

BILL NO. 14

PAINTING

PREAMBLES

NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications

Proprietary items or materials

Proprietary items or materials where specified are to be of the brand specified - or other approved - by the Head: Works

PREPARATORY WORK TO EXISTING WORK

Previously painted plastered surfaces

Surfaces shall be thoroughly washed down and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler and finished smooth

Previously painted metal surfaces

Surfaces shall be thoroughly rubbed and cleaned down. Blistered or peeling paint shall be completely removed down to bare metal

Previously painted wood surfaces

Surfaces shall be thoroughly cleaned down. Blistered or peeling paint shall be completely removed and cracks and crevices shall be primed, filled with suitable filler and finished smooth

Carried Forward

R

Section No. 5
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P
Bill No. 14
Paintwork

Brought Forward			R
<u>ON FLOATED PLASTER</u>			
<u>"Plascon" or other equally approved Primer (PP700) and two coats "Velvaglo" water based paint for interior use</u>			
1	On internal walls	m2	166
2	On narrow widths not exceeding 300mm	m2	22
<u>ON FIBRE-CEMENT</u>			
<u>Two coats extremely durable uv-resistant washable pure acrylic paint</u>			
3	On fascias and barge boards	m2	7
<u>ON WOOD</u>			
<u>One coat wood primer, one coat Universal Undercoat and two finishing coats of Plascon Velvaglo or similar approved, sanding lightly between coats</u>			
4	On doors	m2	19
<u>PAINT ON METAL</u>			
<u>Prepare, touch up factory primer, paint one undercoat and one full coat high gloss enamel paint</u>			
5	On door frames	m2	5
6	On Single gate 843 x 2170mm high	m2	5
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 14			
Paintwork			

Item No		Quantity	Rate	Amount
	<u>BILL No. 15</u>			
	<u>SITEWORKS (PROVISIONAL)</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>WATER TANK</u>			
	<u>Excavation in earth not exceeding 2m deep</u>			
1	In Trench	m3	3	
2	Extra over trench excavation in soft rock	m3	1	
	<u>Risk of collapse of excavations</u>			
3	Sides of trench and hole excavation not exceeding 1,5m deep	m2	11	
	<u>Extra over all excavations for carting away</u>			
4	Cart away surplus material to a suitable dumping site to be located by the contractor	m3	3	
	<u>Earth filling obtained from the excavations and/or prescribed stock piles on site compacted to 95% Mod AASHTO density</u>			
5	Backfilling to trenches, hole, etc.	m3	2	
6	Filling under concrete slab including compacted to 90% modified AASHTO density	m3	3	
	<u>COMPACTION TESTS:</u>			
7	"Modified AASHTO Density" test	No	5	
	Carried Forward			
	Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 15 External works (Water Tank)		R	

Brought Forward			R
<u>UNREINFORCED CONCRETE</u>			
<u>25MPa/19mm concrete</u>			
8	In strip footing	m3	1
9	In Slab	m3	1
<u>Rough formwork</u>			
10	To edges not exceeding 300mm high	m	8
<u>REINFORCEMENT</u>			
<u>Reinforcement</u>			
11	Type 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	4
<u>BRICKWORK</u>			
<u>Brickwork of NFX bricks (14 MPa nominal compressive strength) in cement mortar</u>			
12	One brick wall in stretcher bond including wire ties	m2	5
<u>"Corobrik Corngold Satin" or other approved FBA face bricks pointed with recessed horizontal and vertical joints</u>			
13	Extra over ordinary brickwork for facing in stretcher bond with "Corobrik Corngold Satin FBA" or other approved clay facing brick	m2	2
14	Extra over ordinary brickwork for Brick-on-edge header course coping to top of one brick wall, built fair and pointed on top and both edges with "Corobrick Corngold Satin FBA" or other approved facing bricks.	m	8
<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brickwork and concrete surfaces</u>			
15	12mm Joints not exceeding 300mm high	m	2
Carried Forward			R
Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P Bill No. 15 External works (Water Tank)			

Brought Forward			R
<u>Two-part grey polysulphide sealing compound including backing cord, bond breaker, primer, etc</u>			
16	12 x 12mm In vertical expansion joints including raking out expansion joint filler as necessary	m	2
17	30 x 152mm Deep mortar fillet placed around rainwater tank.	m	2
<u>TAPS, VALVES, ETC</u>			
<u>Taps, valves, etc and joints to "Polycop" polypropylene pipes including all necessary adaptors, etc</u>			
<u>"Cobra Watertech"</u>			
18	12mm KM2.203-15 brass demand bibcock	No	1
<u>WATER TANK</u>			
<u>"Jojo Tank" polyethelene or other approved water tank</u>			
19	5000 Litre rainwater tank complete with access lid with inlet hole placed in position on concrete slab and anchored cable stay strap 4mm dia. galvanized wire and U - anchors secured to tank and bottom end secured to 10mm dia. U-shaped high tensile steel securing lugs, bent to detail and cast into concrete plinth	No	1
Carried Forward to Summary of Section No. 5			R
Section No. 5			
NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			
Bill No. 15			
External works (Water Tank)			

SECTION SUMMARY - NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1

Bill No		Page No	Amount
1	Earthworks	113	
2	Concrete Formwork & Reinforcement	116	
3	Precast Concrete	117	
4	Masonry	120	
5	Waterproofing	121	
6	Roof Coverings, etc	123	
7	Carpentry & Joinery	125	
8	Ironmongery	127	
9	Metalwork	129	
10	Plastering	130	
11	Tiling	131	
12	Plumbing and Draiage (Provisional)	134	
13	Glazing	135	
14	Paintwork	137	
15	External works (Water Tank)	140	
Carried to Final Summary			R
Section No. 5 NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 P			

Item
No

Quantity

Rate

Amount

SECTION NO. 6

BILL NO. 1

GENERAL ELECTRICAL INSTALLATION

STANDARD PREAMBLES

ELECTRICAL1. The work is to be carried out in accordance with SANS 10142 and the Occupational Health and Safety Act of 1993 as amended. The installation is to be tested and compliance certificate submitted on completion of works. 2.Workmanship must comply with good engineering practice. 3.All materials necessary to satisfactorily complete the installation as per the bill of quantities. 4. The scope of work is for the complete electrical installation as shown on the layout drawings / site instruction.5. The installation is to be covered by a 12 month unconditional guarantee, commencing from date of completion and acceptance of the works. 6.Ablution Block Being Demolished - the contractor to make safe and disconnect the feeder cable from the incomer distribution board and also from the distribution board before the demolition of the ablution block.7. Refurbished Ablution Block - the contractor to verify that the electrical installation is compliant and advise the electrical engineer. 8.New Ablution Block - refer to electrical drawings layout.9. Light fittings as per the bill of quantities / site instruction. 10.All surface conduit to be mild steel galvanised. 1.2.5mm² uPVC copper insulated wiring in conduit to be used
LIGHTNING PROTECTION 1. This work is to be carried out by a specialist. 2.The test result to be below 10 ohms.3. 25mm² uPVC conduit dropper to be installed. 4.50mm² Aluminium earth conductors to be used.5. 10mm² Aluminium ridge conductor to be used for non-metal roofs.6. Earth spike to be 1.8m. 7. Stainless steel lugs, bolts and nuts

Carried Forward

R

Section No. 6
ELECTRICAL INSTALLATION
Bill No. 1
Electrical Works

Brought Forward		R	
<u>GENERAL NOTE</u>			
Supply, deliver, off-loading and install the following to comply with General Electrical Specification, Infrastructure Unit Support Systems (IUSS) Project, SANS 10142 (latest addition) and all equipment to be SABS approved and bear the SABS performance mark			
All distribution boards sections must be labelled to indicate the name of the distribution boards and where the main feeder cables is coming from with engraved traffolite			
<u>GENERAL ITEMS</u>			
1	Preliminary and Generals	Item	
2	3 sets of as built drawings showing all conduit routes, draw boxes and positions of outlets etc	Item	
3	Guarantee and maintenance for the complete Electrical Installation including fittings, materials and workmanship for a period of TWELVE MONTHS after date of completion and handover	Item	
4	Allow for testing and commissioning the whole of the electrical installation as laid down in the specification and for re-testing as may be required after the making good of all defective work to the satisfaction of the Engineer	Item	
<u>TESTING AND CERTIFICATE OF COMPLIANCE</u>			
5	Provision for final testing and Certificate of Compliance to be issued on completion of the project in addition to the detailed testing specified	Item	
6	Allow for testing of the complete installation to be witnessed by the Electrical Engineer, including the issue of SABS Certificate of Compliance of Earthing Systems, Annexures of recorded test results and "As Built" drawings as specified	Item	
Carried Forward		R	
Section No. 6 ELECTRICAL INSTALLATION Bill No. 1 Electrical Works			

Brought Forward			R
<u>SITE RETICULATION (EXCAVATION)</u>			
7	Excavate for and build cable inspection chamber with half brick sides fitted with 600 x 600 x 600 medium duty cover and frame complete with drain holes. Size internally 600 x 600 x 600mm deep	No	3
8	Excavate not exceeding 600 mm deep in soft material for cabling and cable pipe trench including bedding, backfilling, compaction and disposal of surplus material	m3	36
9	Excavate not exceeding 600 mm deep in intermediate rock material for cabling and cable pipe trench including bedding, backfilling, compaction and disposal of surplus material	m3	12
10	Excavate not exceeding 600 mm deep in hard rock material for cabling and cable pipe trench including bedding, backfilling, compaction and disposal of surplus material	m3	6
<u>DISTRIBUTION BOARDS</u>			
<u>Distribution boards complete with sheet metal trays, frames, sub frames, busbars, provision for four future circuit breakers, labeling and legend cards</u>			
11	Distribution board - indoor recessed mounted, enclosed type, supplied complete, with detailed shop drawing and specifications for engineers approval, incl. circuit breakers, surge protection, Earth & Neutral busbars, any additional accessories, COC, etc.	No	4
12	20A CBI / HYMAG SX1-G3 single pole 230 V circuit breaker 5 kA fault level installed in existing main board	No	4
13	40A CBI / HYMAG SX1-G3 single pole 230 V circuit breaker 5 kA fault level installed in existing main board	No	4
14	Allow to work on existing distribution board incl. updating of legend card and compliance for modifications	Item	
Carried Forward			R
Section No. 6 ELECTRICAL INSTALLATION Bill No. 1 Electrical Works			

Brought Forward			R
<u>DISTRIBUTION CABLES</u>			
<u>600/1000V rated cables laid in ground or in sleeves.</u>			
<u>To be protected when installed vertically up wall from ground</u>			
15	10mm ² 2 core Airdec cable	m	243
16	Termination for 10mm ² 2 core cable above	No	10
17	4mm ² 2-Core CU 0,6/1kV PVC/ECC/PVC Cable (SANS1507) run in trench or Strapped to Cable Tray	m	275
18	Termination for 4mm ² 2 core cable above	No	10
<u>SLEEVES</u>			
19	50mm uPVC sleeves	m	120
20	50mm uPVC long radius bend	No	10
<u>LIGHTING AND SMALL POWER</u>			
<u>Thin walled hot dipped galvanised conduits</u>			
21	20mm Diameter surface mounted on brickwork	m	60
22	20mm Diameter fixed on timber rafters	m	160
<u>Thin walled uPVC conduits</u>			
23	20mm Diameter chased in brickwork	m	132
24	20mm Diameter fixed on timber rafters	m	250
<u>CONDUIT BOXES AND FITTINGS</u>			
25	100 x 100 x 100/50mm Deep hot dipped galvanised box for 20mm diameter conduit in brick or concrete walls including conduit ends and cover	No	12
26	65mm Round hot dipped galvanised box for 20mm diameter steel conduit in brick or concrete walls or ceiling void including conduit ends and cover	No	56
Carried Forward			R
Section No. 6 ELECTRICAL INSTALLATION Bill No. 1 Electrical Works			

Brought Forward			R	
<u>CONDUCTORS</u>				
<u>uPVC insulated stranded copper conductors drawn into wire ways</u>				
27	2.5 mm ²	m	1,200	
<u>LIGHT SWITCHES, SWITCHED SOCKET OUTLETS ETC.</u>				
<u>Switches etc. complete with cover plates fixed in flush boxes</u>				
28	20A Light switch with cover plate	No	12	
<u>LUMINAIRES AND EQUIPMENT</u>				
<u>Luminaries or equipment complete with lamps, connections etc. mounted in position</u>				
29	Type A - 14W LED Bulkhead, IP65 Rated, Regent Odin Pro or similar approved including trailing cable, all accessories, fixings, brackets, labelling, commissioning, and performance testing.	No	30	
30	Type B - 1200mm 35W LED Linear Fitting, IP65 Rated, Regent Nimbus Pro or similar approved including trailing cable, all accessories, fixings, brackets, labelling, commissioning, and performance testing	No	10	
31	20A Photocell inclusive of bulkhead enclosure	No	4	
<u>EARTHING AND LIGHTNING PROTECTION</u>				
32	Undertake soil resistivity test, witnessed by the Engineer inclusive of submitting a typed test report/certificate		Item	
33	10mm ² aluminium conductor	m	154	
34	50mm ² uPVC insulated aluminium earth wire	m	75	
35	Bonding of earth tails to sheet trusses/roof sheeting	No	18	
36	Supply and install 25 mm conduit	m	70	
Carried Forward			R	
Section No. 6 ELECTRICAL INSTALLATION Bill No. 1 Electrical Works				

Section No. 6
ELECTRICAL INSTALLATION
Bill No. 1
Electrical Works

Item No		Quantity	Rate	Amount
	<u>SECTION 7</u>			
	<u>BILL No. 1</u>			
	<u>GENERAL SITE WORKS, ETC</u>			
	<u>PREAMBLES</u>			
	For Preambles see "Standard Preambles To All Trades - WB20" and Supplementary Preambles			
	<u>DEMOLISHING AND REMOVING</u>			
	<u>Demolishing and removing</u>			
1	1m x 1.2m x 1.8m high Prefabricated toilets	No	8	
2	2.5m x 1.6 x 2.0m high Concrete block toilets including pit	No	6	
3	Desludge existing pit latrines		Item	
	<u>EARTHWORKS (PROVISIONAL)</u>			
	<u>SITE CLEARANCE ETC</u>			
	<u>Site clearance</u>			
4	Stripping average 150mm thick layer of top soil and stockpiling on site	m2	319	
	<u>Removal Trees</u>			
	<u>Cutting down and removing, grubbing up roots and filling in holes</u>			
5	Tree exceeding 200mm and not exceeding 500mm girth	No	4	
6	Tree exceeding 500mm and not exceeding 1000mm girth	No	3	
7	Cutting down and pruning of tree branches overhanging on perimeter fence	No	5	
	Carried Forward			
	Section No. 7 EXTERNAL WORKS (PROVISIONAL) Bill No. 1 General Site Works		R	

Brought Forward			R
<u>BULK EXCAVATION, CUT AND FILL, ETC</u>			
<u>Open face excavation in soft material over sloping site</u>			
8	Open face excavation to form platform	m3	319
<u>Extra over bulk excavations in soft material for excavation in</u>			
9	Soft rock material	m3	32
10	Hard rock material	m3	19
<u>Extra over all excavations for carting away</u>			
11	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor	m3	160
<u>Earth filling compacted to 95% Mod AASHTO density</u>			
12	Filling to form platforms	m3	160
<u>Compaction of surfaces</u>			
13	Compaction of ground surface including scarifying for a depth of 150mm, breaking down oversize material, adding suitable material where necessary and compacting to 98% Mod AASHTO density	m2	319
<u>Prescribed density tests on filling</u>			
14	"Modified AASHTO Density" test	No	6
<u>NEW GRAVEL ACCESS ROAD</u>			
15	Digging up and removing rubbish, debris, vegetation, hedges, shrubs and trees not exceeding 200mm girth, bush, etc	m2	105
<u>Open face excavation over sloping site</u>			
16	Rip and re compact insitu to 90% Mod AASHTO density	m2	105
Carried Forward			R
Section No. 7 EXTERNAL WORKS (PROVISIONAL) Bill No. 1 General Site Works			

		Brought Forward			R
		<u>Earth filling supplied by the contractor</u>			
17	150mm G5 natural gravel base course compacted to 95% Mod AASHTO density	m3	16		
		<u>COMPACTION TESTS:</u>			
18	"Modified AASHTO Density" test	No	12		
		<u>INFILTRATION CHAMBER SYSTEM</u>			
	<u>Install "KAYTECH" or equally approved infiltration chamber complete with end caps and inspection port including excavation in all materials, backfill, compact and dispose of surplus material</u>				
19	1.22m x1m x 0.41m high, Chamber	No	4		
		<u>uPVC pipes</u>			
20	110mm Pipes laid in and including trenches not exceeding 1m deep	m	32		
		<u>Extra over uPVC pipes for fittings</u>			
21	110mm Bend	No	8		
		<u>RENO MATTRESS</u>			
	<u>Construct Reno mattress complete with coated wire mesh encase, infilled with selected stones, wrapped in geotextile, including excavation, backfill and compaction of ground surface and cavities filled with approved excavated material</u>				
22	<u>3.0mx 1.0mx 1.0m Reno mattress</u>	No	1		
		<u>uPVC pipes</u>			
23	110mm Pipes laid in and including trenches not exceeding 1m deep	m	12		
		<u>Extra over uPVC pipes for fittings</u>			
24	110mm Bend	No	2		
		Carried Forward			R
	Section No. 7 EXTERNAL WORKS (PROVISIONAL) Bill No. 1 General Site Works				

Brought Forward				R
<u>LANDSCAPING</u>				
<u>Ground preparation</u>				
25	Cultivation and preparation of areas to be planted	m2	154	
<u>Topsoil, compost, lime and fertilizer</u>				
26	Topsoil supplied by the contractor in plant boxes	m3	8	
<u>TREES</u>				
27	Plant a native tree	No	16	
<u>Grassing, ground covers, etc</u>				
28	"Kikuyu" roots in rows at 250mm centres	m2	154	
<u>Maintenance</u>				
29	Allow for maintaining landscaping for a period of 1 months after practical completion, including watering, weeding, cutting, replacing dead plants, etc		Item	
Carried Forward to Summary of Section No. 7				R
Section No. 7				
EXTERNAL WORKS (PROVISIONAL)				
Bill No. 1				
General Site Works				

Item No		Quantity	Rate	Amount
	<u>BILL NO. 2</u>			
	<u>CONCRETE V-DRAIN CHANNELS</u> <u>(PROVISIONAL)</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>20MPa/19mm Reinforced Concrete</u>			
1	V-shaped channel 1000mm wide x average 125mm thick reinforced concrete with and including Type 193 fabric reinforcement, with rounded salient edges and finished on exposed surfaces with 2:1 cement mortar, laid to falls in panels not exceeding 3000mm long with 12mm bitumen impregnated softboard movement joints and including all necessary excavation, formwork, filling, etc	m	40	
2	Extra for angles, intersections, ends, dressing into sides of catchpits, etc	No	6	
3	Rainwater spreader, 1500mm wide at one end and tapering to 1000mm wide at the other, formed of 125mm thick class 20/19 base concrete filled with 16 No. concrete bricks cast into concrete whilst still green and 100 x 150mm high upstand edge beam, all with and including necessary excavation, compaction, formwork, etc.	No	2	
	<u>Expansion joints with 12mm bitumen impregnated softboard between vertical brick surfaces</u>			
4	12mm Joints not exceeding 300mm wide	m	12	
	<u>"Sikaflex-1A" or other approved polyurethane joint sealant</u>			
5	12 x 12mm In vertical expansion joints including raking out expansion joint filler as necessary in floor	m	12	
	Carried Forward to Summary of Section No. 7			R
	Section No. 7			
	EXTERNAL WORKS (PROVISIONAL)			
	Bill No. 2			
	Rainwater Channels			

Item No		Quantity	Rate	Amount
	<u>BILL No. 3</u>			
	<u>OPEN WALKWAY</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>EXCAVATION, FILLING, ETC</u>			
	<u>Site Clearance</u>			
1	Stripping average 150mm thick layer of top soil and stockpiling on site	m2	50	
	<u>Open face excavation in soft material over sloping site</u>			
2	Open face excavation	m3	8	
	<u>Extra over all excavations for carting away</u>			
3	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor	m3	6	
	<u>Earth filling supplied by the contractor under pavings etc</u>			
4	Imported crushed gravel of G5 material compacted to 93% Mod AASHTO density	m3	5	
	<u>Compaction of surfaces</u>			
5	Compaction of ground surface under walkway areas etc. including scarifying for a depth of 200mm, breaking down oversize material, adding suitable material where necessary, stabilizing with 3% lime and compacting to 100% Mod AASHTO density	m2	40	
6	"Modified AASHTO Density" test	No	12	
	Carried Forward			R
	Section No. 7 EXTERNAL WORKS (PROVISIONAL) Bill No. 3 Aprons and Walkways			

Brought Forward			R
<u>Approved weedkiller mixed and applied in the proportion as recommended by the manufacturer</u>			
7	Under walkway	m2	50
<u>Soil insecticide</u>			
8	Under walkway	m2	50
<u>REINFORCED CONCRETE</u>			
<u>25MPa/19mm Aggregate reinforced concrete</u>			
9	1000mm wide x 125mm thick reinforced concrete walkway with rounded salient edges, laid in panels not exceeding 3000mm long with 12mm bitumen impregnated softboard movement joints	m	50
10	Making and testing a set of three 150 x 150 x 150mm concrete strength test cube (Provisional)	Sets	3
<u>Finishing top surfaces of concrete to a smooth non-slip Class U2 finish with a wood float</u>			
11	Walkway surface	m2	40
<u>Formwork to sides</u>			
12	Edges, risers, ends and reveals not exceeding 300mm high or wide	m	80
<u>Expansion joints with bitumen impregnated softboard between vertical concrete or brick surfaces</u>			
13	10mm Joints not exceeding 300mm high (Provisional)	m	14
<u>Fabric reinforcement</u>			
14	Type 193 mesh reinforcement in concrete surface beds, slabs, etc	m2	40
Carried Forward to Summary of Section No. 7			R
Section No. 7			
EXTERNAL WORKS (PROVISIONAL)			
Bill No. 3			
Aprons and Walkways			

Item No		Quantity	Rate	Amount
	<u>BILL NO. 4</u>			
	<u>RETAINING STRUCTURES</u>			
	<u>STANDARD PREAMBLES</u>			
	NOTE : Tenderers are advised to study the "The Model Preambles for All Trades" as recommended and published by the Association of South African Quantity Surveyors for all descriptions and specifications			
	<u>Excavation in earth not exceeding 2m deep</u>			
1	Trenches	m3	12	
	<u>Extra over trench and hole excavations in earth for excavation in</u>			
2	Soft rock	m3	4	
3	Hard rock	m3	2	
	<u>Risk of collapse of excavations</u>			
4	Sides of excavations not exceeding 1,5m deep	m2	45	
	<u>Earth filling supplied by the contractor, compacted to 95% Mod AASHTO density</u>			
5	To form embankments for retaining structures	m3	11	
	<u>20MPa/19mm reinforced concrete</u>			
6	Strip footings	m3	5	
	<u>Fabric reinforcement</u>			
7	Allow for Type 746 fabric reinforcement (top & bottom) in strip footing in retaining walls	m2	33	
	Carried Forward			
	Section No. 7			
	EXTERNAL WORKS (PROVISIONAL)			
	Bill No. 4			
	Retaining walls			

Brought Forward

R

INTERLOCKING PLANTER BLOCKS

User note: Panter blocks are available in various sizes and in "standard" and "heavy duty" in each size. Type is dependent mainly of wall and soil conditions

Pre cast concrete interlocking planter blocks finished smooth on exposed surfaces

8

'Infraset InfraBlok™ 425' or 'equal approved' interlocking planter blocks size 425 x 340 x 180mm high in retaining wall system Not exceeding 1,2m high at 75° dry stacked on concrete foundation (elsewhere specified), stepped face and curved as required to suit slopes with horizontal bed joints, with 300mm layer of drainage sand and approved material, compacted and lightly tamped as the work proceeds.

m2

30

Carried Forward to Summary of Section No. 7

R

Section No. 7
EXTERNAL WORKS (PROVISIONAL)
Bill No. 4
Retaining walls

SECTION SUMMARY - EXTERNAL WORKS (PROVISIONAL)

Bill No		Page No	Amount
1	General Site Works	151	
2	Rainwater Channels	152	
3	Aprons and Walkways	154	
4	Retaining walls	156	
Carried to Final Summary			R
Section No. 7 EXTERNAL WORKS (PROVISIONAL)			

Carried to Form of Tender



**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**

PART C3. SCOPE OF WORKS

C3.1 SCOPE OF WORKS GCC FOR CONSTRUCTION WORKS (Edition 2 of 2010)			
Scope of Works complied in accordance with SANS 10403 where reference is made to this part of SANS 1921-1:2004			
Project title:		DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03: ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL	
Tender no:		ZNTD 06396 W	Project Code: 065447
1	<u>SECTION 1</u>		
	<u>EXTENT OF THE WORKS</u>		
	1.1	EMPLOYERS OBJECTIVES Ensure all learners and teachers have acceptable toilets to use by building new and/or rehabilitating existing toilets.	
	1.2	OVERVIEW OF THE WORKS Building new toilets for the school and demolishing existing pit toilet and prefabricated toilets.	
	1.3	EXTENT OF THE WORKS The contract comprises the construction of three new blocks of toilets and demolishing existing toilet blocks. Including the construction of walkways and rainwater harvesting tanks.	
	1.4	LOCATION OF THE WORKS The site is situated within the premises of the Ngcolosi Secondary school within the uNtunjambili area located in Kranskop Municipality. GPS Co-ordinates for the site is 28 94562 Lattitude and 30 94395 Longitude.	
	1.5	TEMPORARY WORKS All temporary work to comply with the Occupational Health and safety Act (Act 85 of 1993)	
2	<u>ENGINEERING</u>		
	2.1	EMPLOYER'S DESIGN Not applicable	
	2.2	DESIGN BRIEF Not applicable	
	2.3	DRAWINGS See list of drawings/Annexure's attached to this document.	

2.4 DESIGN PROCEDURES

Not applicable

3 PROCUREMENT

3.1 PREFERENTIAL PROCUREMENT PROCEDURES

This tender will be subject to the implementation of the Preferential Procurement Regulations, 2022, pertaining to the Preferential Procurement Policy Framework Act, Act Number 5 of 2000 and the relevant Supply Chain Management Legislation and the KwaZulu-Natal Supply Chain Management Policy Framework published by the KwaZulu-Natal Provincial Treasury. Tenderers are referred to www.kzntreasury.gov.za for access to the relevant documents.

Tenderers are advised to familiarize themselves with the contents of the KwaZulu-Natal Supply Chain Management Policy Framework regarding Preference Point Systems, evaluation of tenders appeals and other matters.

3.2 RESOURCE STANDARD PERTAINING TO TARGETED PROCUREMENT

NOTE : This project will be adjudicated as not exceeding R 50,000 000,00

3.3 SCOPE OF MANDATORY SUBCONTRACT WORK

Not applicable

3.4 PREFERRED SUBCONTRACTORS/SUPPLIERS

Not applicable

3.5 SUBCONTRACTING PROCEDURES

Not applicable

4 CONSTRUCTION

4.1 APPLICABLE SANS 2001 STANDARDS FOR CONSTRUCTION WORKS

The Contractor is referred to the "Model Preambles to Trades - 2008", any "Supplementary Preambles", the Electrical Specifications and Mechanical Specification for full descriptions of materials and methods referred to in these Bills of Quantities/Lump Sum documents, insofar as they apply. The Contractor is advised to study the "Standard Preambles to all Trades", any "Supplementary Preambles", the Electrical Specifications and Mechanical Specification, before pricing Bills of Quantities/Lump Sum documents.

Where the description in the Bills of Quantities/Lump Sum documents differ from those in the Standard Electrical Specifications, the descriptions in the Bills of Quantities/Lump Sum documents are to apply. No claim whatsoever will be allowed in respect of errors in pricing due to brevity of description of items in the Bills of Quantities/Lump Sum documents which are fully described when read in conjunction with the relevant Preambles and/or Specifications. Suppliers of materials and the like, whose quality systems apply with one or more of the SABS/SANS ISO 9000 Series should be used whenever possible in the absence of a particular SABS/SANS Specification Standard Mark.

Wherever the words "shall be deemed to be included in the description", "shall be stated" or other words having the same effect, appear in the Standard System, it shall be deemed that all descriptions in these Bills of Quantities/Lump Sum documents incorporated such inclusions and statements whether specifically stated or not.

The Contractor is hereby informed that where SABS/SANS Specifications are referred to in these Bills of Quantities/Lump Sums documents and Specifications thereto, then ONLY the Specification of Work Clauses will apply. The method of measurement and payment clauses will NOT apply to this Contract.

The Contractor is hereby informed that risk of collapse and keeping excavations free from water (excluding subterranean water) generally are deemed to be included in the descriptions unless accommodated in the system of measurement. Please refer to the Geotechnical Investigation report when included at the end of these tender documents.

Whenever reference is made to "Sub-Contractor", "Nominated Sub-Contractor" or the like in the specifications included or referred to in these Bills of Quantities/Lump Sums documents, it shall be deemed to mean "Contractor" as defined.

4.2 APPLICABLE NATIONAL AND INTERNATIONAL STANDARDS

See above 4.1

4.3 PARTICULAR / GENERIC SPECIFICATIONS

The Contractor is referred to the following documents whether attached to this document or not:

SPECIFICATION

Specification for HIV/AIDS Awareness (CIDB)
Specific Construction, Safety, Health and Environmental Plan
Model Preambles for Trades 2008
General Electrical Specification
Lightning Protection Installation

PAGES

HIV1 TO HIV3
1 to 49
E/1 to E/20
LP/1 to LP/6

4.4 CERTIFICATION BY RECOGNIZED BODIES

Only contractors registered with the Electrical Contracting Board of South Africa in accordance with the Regulations of the Occupational Health and Safety Act will be accepted and permitted to do work under this contract.

4.5 AGRÉMENT CERTIFICATES

Not applicable

4.6 PLANT AND MATERIAL PROVIDED BY THE EMPLOYER

Not applicable

4.7 SERVICES AND FACILITIES PROVIDED BY THE EMPLOYER

Not applicable

4.8 OTHER SERVICES AND FACILITIES

The Contractor shall provide any artificial lighting which may be necessary or required for the proper execution of the works, and provide electric power and water required by all Sub-Contractors, Nominated Sub-Contractors and Sub-Contractors appointed directly by the Administration.

The Contractor shall give all notices and pay all fees in connection with temporary electrical and water connections and shall connect temporary Electrical and Water meters for and pay for all current and water consumed.

The Contractor is advised that the permanent light fittings and water points of any kind installed in the Works are not to be used to provide temporary lighting and supplement water requirements for construction purposes.

5 **MANAGEMENT**

5.1 APPLICABLE SANS 1921 STANDARDS

Tenderders are referred to

SECTION 2 : SPECIFICATION DATA ASSOCIATED WITH SANS 1921-1:2004 IN THIS DOCUMENT

5.2 RECORDING OF WEATHER

The Contractor shall keep record of abnormal climatic conditions to facilitate the adjudication of claims for extension of the contract period.

The Contractor shall allow in his programme for the following number of days for rain days (rain > 10mm per day) as per the table below:

CURRENT YEAR			YEAR + 1	YEAR + 2
January	w/days		3	3
February	w/days		3	3
March	w/days		3	3
April	w/days		3	3
May	w/days		3	3
June	w/days		3	3
July	w/days		3	
August	w/days		3	
September	w/days		3	
October	w/days		3	
November	w/days		3	
December	w/days	3	3	

5.3 MANAGEMENT MEETINGS

In order to facilitate the smooth functioning of the Works and to ensure the closest co-operation between all the parties concerned, the Employer will call for regular meetings to be held on the site, at which a senior member of the Contracting firm and the General Foreman of the Works will always be required to be present.

In addition to the above, other persons will be required to attend these meetings as and when their presence is necessary, e.g., Consultants in all disciplines, representatives of the various Sub-Contractors, etc.

Proper minutes of these meetings will be kept by the Employer/Principal Agent and copies will be circulated to all persons attending the meetings and to others who need to be kept informed.

5.4 FORMS FOR CONTRACT ADMINISTRATION

The Employer shall provide all necessary forms.

5.5 ELECTRONIC PAYMENTS

The Contractor shall provide all required information to the Employer to facilitate electronic payments upon request.

5.6 DAILY RECORDS

The Contractor shall keep daily records of people and equipment employed as well as a site diary in respect of work performed on the site.

At the end of each week the Contractor shall provide the Principal Agent with a written record, in schedule form, reflecting the number and description of tradesmen and labourers employed by him and all Sub-Contractors on the works each day.

At the end of each week the Contractor shall provide the Principal Agent with a written record, in schedule form, reflecting the number, type and capacity of all plant, excluding hand tools, currently used on the works.

5.7 BONDS AND GUARANTEES

The Contractor shall within 10 calendar days after receiving notice from the Engineer and prior to receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data.

5.8	PAYMENT CERTIFICATES Requirements will be in accordance with the Employers prescriptions.
5.9	PERMITS The Contractor is advised that, in the case of an existing building or institution, all security measures in force will remain in operation and he must acquaint himself and his Employees with them as he and his Employees will at all times be subject to these measures. The Contractor will on no account extend his operations beyond the confines of the building site as indicated by the Employer and must ensure that all his Employees are made aware of these limits. Any Employee disregarding this instruction and found outside the limit of the building site without authority, shall be redeployed immediately and shall not again be employed on this Contract. The Contractor will be responsible for ensuring that this instruction is strictly enforced and must provide and remove upon completion or when directed, such other necessary temporary barriers, fences, etc., as may be required and is to allow opposite this item for any charges he may wish to make in this connection. The Employer will accept no responsibility whatsoever for damage to or the loss of plant, materials, etc., from the site.
5.10	PROOF OF COMPLIANCE WITH THE LAW The following certificates must be provided before first delivery is taken: - HIV/STI Report (Bound into this document) - Electrical Compliance Certificate - Plumbing Compliance Certificate - Lightning Certificate - Soil Protection Certificate - Concrete test and cube certificates - Waterproofing Guarantee certificates - TR1 and TR2 prefabricated roof truss certificates - Soil compaction certificates - Electrical and Mechanical test certificates - Plumbing and drainage pressure test certificates - Fire Compliance Certificate - Entomology Certificate - SANS 10400-A:2010 compliance certificates - Latest National Building Regulation
5.11	INSURANCE PROVIDED BY THE EMPLOYER Not Applicable <u>SECTION 2</u> <u>SPECIFICATION DATA ASSOCIATED WITH SANS 1921-2004</u>
Clause Numbers	4.1.7 The requirements for drawings, information and calculations for which the Contractor is responsible are: Prefabricated roof trusses design must be submitted for approval 30 days prior to erections.
	4.2.1 The responsibility strategy assigned to the Contractor for the works is: Strategy A
	4.2.2 The structural engineer is: Public Works
	4.2.3 Drawings & other info are to be submitted in accordance with the contractors programme N/A

4.3	The planning, programme and method statement are to comply with the following: N/A
4.12.1	Samples of materials The work is to be executed with materials of the best specified and in the most substantial and workmanlike manner under the inspection of the Employer and to his satisfaction. The Contractor shall furnish, without delay, such samples as called for or may be called for by the Employer, who may reject all materials or workmanship not corresponding with the approved sample. The samples of materials, workmanship and finishes that the Contractor is to provide and deliver to the employer are: - Tile sample. - Brick sample. - Light fitting sample. - Screed panel 2m x 2m impact test. - Tested trial mix to be approved by the Engineer.
4.12.2	Fabrication drawings that the contractor is to provide to the employer are: None
4.12.3	Office accommodation, equipment, accommodation for site meetings and other facilities for use by the employer and his agents are: OFFICE FOR FOREMAN Provide, erect, maintain and remove at completion a suitable temporary office for the Contractor or his Foreman, perfectly secured, lighted and ventilated and having a desk with drawers. TELEPHONE The Contractor shall provide a telephone on the site for the use of the Contractor and all Sub-Contractors for the duration of the Contract, and must make the necessary application for connection, give all notices and pay all fees, rentals and charges for the service and also for all calls. OFFICE FOR INSPECTOR OF WORKS Provide, erect, maintain and remove at completion a well constructed temporary office for the Inspector of Works not less than 4 x 3 m on plan and 3 m high to eaves to the approval of the Employer. The office shall be constructed of wood framing covered externally with corrugated iron or corrugated asbestos and with a lean-to roof covered with the same material as the external wall covering. The office shall be lined internally with soft board or other approved material and a ceiling shall be provided of the same material as the internal lining. A suspended wood floor shall be provided and is to finish not less than 300 mm above the ground level. A lockable door and a window, which provides adequate light and ventilation, shall be fitted. An office constructed of 115 mm thick brick-work and provided with a screeded concrete floor and roofed and ceiled as above described may be accepted as an alternative but prior permission of the Employer will be necessary before construction of such an office is commenced and his requirements shall be stated and fulfilled by the Contractor. The office shall be fitted in an approved manner with a sloping topped desk of height and length suitable for the laying out and studying of drawings, a desk or table with not less than two lock-up drawers, shelves, seating and wash-stand, and the Contractor shall provide all necessary attendance. TELEPHONE IN OFFICE FOR INSPECTOR OF WORKS The Contractor shall arrange for the installation of a lockable telephone in the Office for the Inspector of Works for the duration of the Contract. The Contractor will be required to make the necessary application for connection and give all notices on behalf of the Employer. The Employer will, however, be responsible for the direct payment of all fees, rentals and other charges by Telkom for the service for the Inspector of Works and for all calls made from this telephone.

	SHED Provide, erect, maintain and remove at completion, ample temporary sheds for the proper storage of materials and for the use of the workmen, and remove when no longer required.
4.14.6	The requirement for provision and erection of signboards are: Supply, erect, maintain and remove at completion a painted notice board, size overall 2800 x 2345 mm high sign written to detail as Drawing No. T9506 which drawing is available from offices of the Department of Public Works. Only the official notice board is to be displayed on the site and no Sub-Contractor's boards will be permitted. The Contractor, at his own cost, may provide a board on which all sub-contract firms' names may be sign written. The notice board is to be to the approval of the Employer and is to be maintained in first class condition and placed where directed at the entrance to the site and remain there for the duration of the Contract.
4.17.1	Requirement for the termination, diversion or maintenance of existing services: Should the Contractor come in contact with any underground cables or pipes during excavations, immediate notification must be made to the Employer and all work in the vicinity of such cables, pipes, etc., shall cease until authority to proceed has been obtained from the Employer. Should the Contractor damage underground cables or pipes resulting in a disruption of services to an existing institution such damage shall be repaired immediately. 4.17.3 Services which are known to exist on the site: Investigate and provide detail drawings. 4.17.4 Requirement for detection apparatus None
4.18	ADDITIONAL HEALTH AND SAFETY REQUIREMENTS ARE: By the submission of a tender, any Tenderder will, if awarded the contract to which this tender document relates, be deemed to be the mandatory as envisaged by Section 37 (2) of the Act. As a mandatory the successful Tenderder will be deemed to be the "principal contractor" and an employer in his/her/their own right with duties as prescribed in the Act and accordingly will be deemed to have agreed to be solely responsible for ensuring that in connection with the service to which this tender document relates, all work will be performed and machinery and plant used in accordance with the Act. Should the Contractor, for whatever reason be unable to perform as required by the Act, the Contractor undertakes to inform the Employer accordingly. Tenderders are advised that it is a Condition of this Tender that a 'Construction Phase Safety, Health and Environmental Plan' specifically relates to the project for which tenders are being submitted and must be prepared by the Tenderder and submitted with the other tender documents at the time of tender. Failure to do so will invalidate the tender. Tenderders are therefore advised to study the 'Construction Safety, Health and Environmental Specification' which is issued as part of this tender document, the Model Preambles to Trades - 2008, any project Specification included in this tender document and any and all drawings which are referred to and issued as part of this tender document before preparing their own project specific 'Construction Phase Safety, Health and Environmental Plan'. Tenderders are also advised that such a plan which is submitted with a tender but is incomplete or considered inadequate by the Employer or his Representative will invalidate the tender. The Contractor will be deemed to have satisfied himself with his obligations in terms of the Act and to have allowed for all costs arising from compliance with the Act as no claim for extra costs arising from compliance with, and obligations in terms of the Act will be entertained.
4.22	WORK BY NOMINATED AND SELECTED SUBCONTRACTORS COMPRISE: [Provide list of applicable contractors]

C3.2 - SPECIFICATION FOR HIV/AIDS AWARENESS

1 Scope

This generic specification contains requirements applicable to the reduction of the risk of transfer of the HIV virus between and among construction workers and the local community through the following four strategies:

- a) raising awareness about HIV/AIDS;
- b) providing construction workers with access to condoms;
- c) HIV counselling, testing and referral services; and
- d) Sexually Transmitted Infection diagnosis and treatment.

2 Normative references:

The following standard contains provisions that, through reference in this text, constitute provisions of this standard:

SANS 4074 ISO 4074, *Condom Rubbers*

3 Definitions and Abbreviations

3,1 Definitions

Construction Worker: all persons in the employ of the contractor or in the employ of any of the subcontractors contracted by the contractor.

Local Community: the communities local to the site which are most likely to have contact with the construction worker and, in particular, sex workers in those communities.

Service provider: the natural or juristic person recognised by the South African Department of Health as specialist in conducting Aids Awareness Programmes.

3,2 Abbreviations

STI: Sexually transmitted infection

HIV: Human Immunodeficiency Virus

AIDS: Acquired Immune Deficiency Syndrome

4 Objectives

The objectives are to:

- a) reduce the risk of transfer of the HIV virus between and among construction workers and the local community;
- b) raise awareness amongst construction workers and the local community of the risk of infection with the HIV virus;
- c) promote early diagnosis; and
- d) assist affected individuals to access care and counselling.

5 Requirements

5.1 General requirement

The contractor shall, in order to satisfy the objectives stated in 4:

- a) make condoms complying with the requirements of SABS ISO 4074 available to all construction workers at readily accessible points on the site, suitably protected from the elements, for the duration of the contract;
- b) either place and maintain HIV/AIDS awareness posters of size of not less than A1 in areas which are highly trafficked by construction workers, or provide construction workers with a pamphlet, in languages largely understood by construction workers, which
- c) encourage voluntary HIV/STI testing;
- d) provide information concerning counselling, support and care of those that are infected services; and
- e) comply with the requirements of 5.2.

The provisions of 5.1 c) and d) do not apply to this contract.

5.2 HIV awareness programme

5.2.1 The contractor shall:

- a) engage a qualified service provider as described in the scope of works to conduct an HIV Awareness Programme which is structured to achieve the outcomes stated in 5.2.3 for contract workers as soon as a construction workers camp is established and populated or, where no such camp is established, within two weeks of the commencement of a significant portion of the works and at subsequent intervals, if any, provided for in the scope of works; and
- b) arrange for, provide a suitable venue, and instruct all construction workers to attend the HIV Awareness Programme and notify the Employer's Representative of the date, time and venue whenever a session with construction workers is conducted.

Note: The National Department of Public Works maintains a list of qualified service providers.

5.2.2 The contractor shall do nothing to dissuade construction workers from attending such an HIV Awareness Programme and shall take all reasonable steps to ensure that a minimum of 90% of construction workers engaged in the works attend such a programme, when it is conducted.

5.2.3 The outcomes of the HIV Awareness Programme shall as a minimum, result in contract workers exposed to such a programme being able to:

- a) communicate the existence of problems of HIV and be able to outline the consequences of transmission of HIV to or from the local community;
- b) recall and communicate the mode of HIV transmission and preventative measures including the proper use of the condom.

The HIV/ Aids awareness programme described in 5.2 is to be repeated at four month intervals throughout the duration of the contract. (Four times in total, including the initial one at the start of the contract)

5,3 Reporting

- 5.3.1 The contractor shall prepare and attach to his claims for payment a brief report which outlines how the actions taken by the contractor in the period for which payment is claimed satisfy the requirements and a schedule which lists the names, identity numbers, trade / occupation and name of employer of all construction workers exposed to the programme (see **HIV/STI Compliance Report**).
- 5.3.2 The employer's representative shall certify the report and schedule described in 5.3.1 whenever a claim for payment is issued to the employer.

Note: In the event that the contractor fails to satisfy the requirements of this specification, the employer (Head: Public Works) may apply any of the sanctions provided for in the contract. Sanctions may include the application of a financial penalty of .04% of the Contract Sum.

The *HIV /Aids* awareness programme described in 5.2 shall in addition *be conducted* for the benefit of the local community on two occasions in the community centre nearest to the building site. The contractor shall be *responsible* for inviting identifiable community-based *institutions and organisations, churches, and schools to participate in the programme.*

C3.3 - HIV/STI COMPLIANCE REPORT

Pro-forma reporting format in terms of the SPECIFICATION FOR HIV/AIDS AWARENESS

Project Code:

065447

Payment Claim number:

Period covered by payment claim:

1. Distribution of condoms (briefly describe where and how condoms are distributed).

2. Posters / pamphlets (briefly describe where posters were placed / how pamphlets were distributed).

3. Voluntary testing (briefly describe the actions taken / information provided to promote testing).

4. Counselling, support and care (summarise information provided).

5. HIV awareness programme (briefly describe action).

[illegible]

For Contractor:

Date: _____

Date: _____



**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**

PART C4. SITE INFORMATION

C4.1 SITE INFORMATION
GCC FOR CONSTRUCTION WORKS (2 Edition of 2010)

Project title:	DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03: ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL		
Tender No.	ZNTD 06396 W	Project Code:	065447

C4.1 Site Information

C4.1 GENERAL

- (a) Site is located in uNtunjambili town with 2km of gravel road from the main tarred road. The area has no running water and the school uses water tanks, the contractor should have a plan to have water on site consistently.

C4.2 GEOTECHNICAL INVESTIGATION REPORT

- (a) Not applicable



KWAZULU-NATAL PROVINCE
PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

PART C5 - DRAWINGS / ANNEXURES

C5.1 - LIST OF DRAWINGS/ANNEXURES

**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE
03: ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**

Tender No.:	ZNTD 06396 W	Project Code:	065447
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(Where drawings/annexure's are issued, document compilers must insert the following paragraph and list the applicable drawings/annexure's below.)

The following drawings/annexure's shall be issued during the Tender period to form part of the tender documentation. Where applicable, drawings/annexure's could be re-issued to the Contractor at commencement of the construction phase.

DRAWING NO

DESCRIPTION

WD _2026.05.21_ 000	Site Plan Layout
WD _2026.05.21_ 100	Plans and Elevations - Construction of new Type B
WD _2026.05.21_ 101	Plans and Elevations - Construction of new Type F
WD _2026.05.21_ 102	Plans and Elevations - Construction of new Type E
NHS-WC-STR-200	Plans and Elevations - Construction of new Type B -
	Plans and Elevations - Construction of new Type F -
NHS-WC-STR-201	Engineers
NHS-WC-STR-202	Plans and Elevations - Construction of new Type E -
	Engineers
NHS-WC-STR-203	Plans and Elevations - Water Storage Tank Support
	Structure - Engineers

ANNEXURES

Annexure 1	Model Preambles for Trades 2017
Annexure 2	General Electrical Specifications
Annexure 3	Lightning Protection Specifications
Annexure 4	Map of Tender submission location
Annexure 5	Joint Venture Agreement
Annexure 6	Health and Safety Specification
Annexure 7	Builders Lien Agreement
Annexure 8	Geotechnical Investigation Report (If applicable)
Annexure 9	EPWP Employment Contract
Annexure 10	Attendance Register - Infrastructure and Other projects
Annexure 11	EPWP Data Collection tool for Phase 3 system

[illegible][illegible][illegible]

ROOF EAVE DETAIL

570
1000
72

76-60 PURUM

ROOF DRAIN FOR KERN PFC

REMOVE CAPPING TO MATCH ROOF SLEETING PROFILE & COLOUR. CAPPING TO BE SORTED THROUGH ROOFING SHEETS TO PURUM WITH SIMILAR CORRUGATED PATTERNS. POINTCLOSERS UNDER CAPPING

14400 lux English sand
brick-work in C.I. masonry

375mm Westphalia grey
RP4

375mm Westphalia grey
RP4

(M entered bars at p)

with 150mm overlaps and fixed
to roof sheathing with bolts and
washers as described for roof.

exposed roof timbers to be sheaths
placed and pointed with 2 coats
of carbolineum

1 cobra medical pillar tap elbow action - 504-21b

[illegible]

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OPW Drawing number	Revision
NHS-WC-STR-200	00

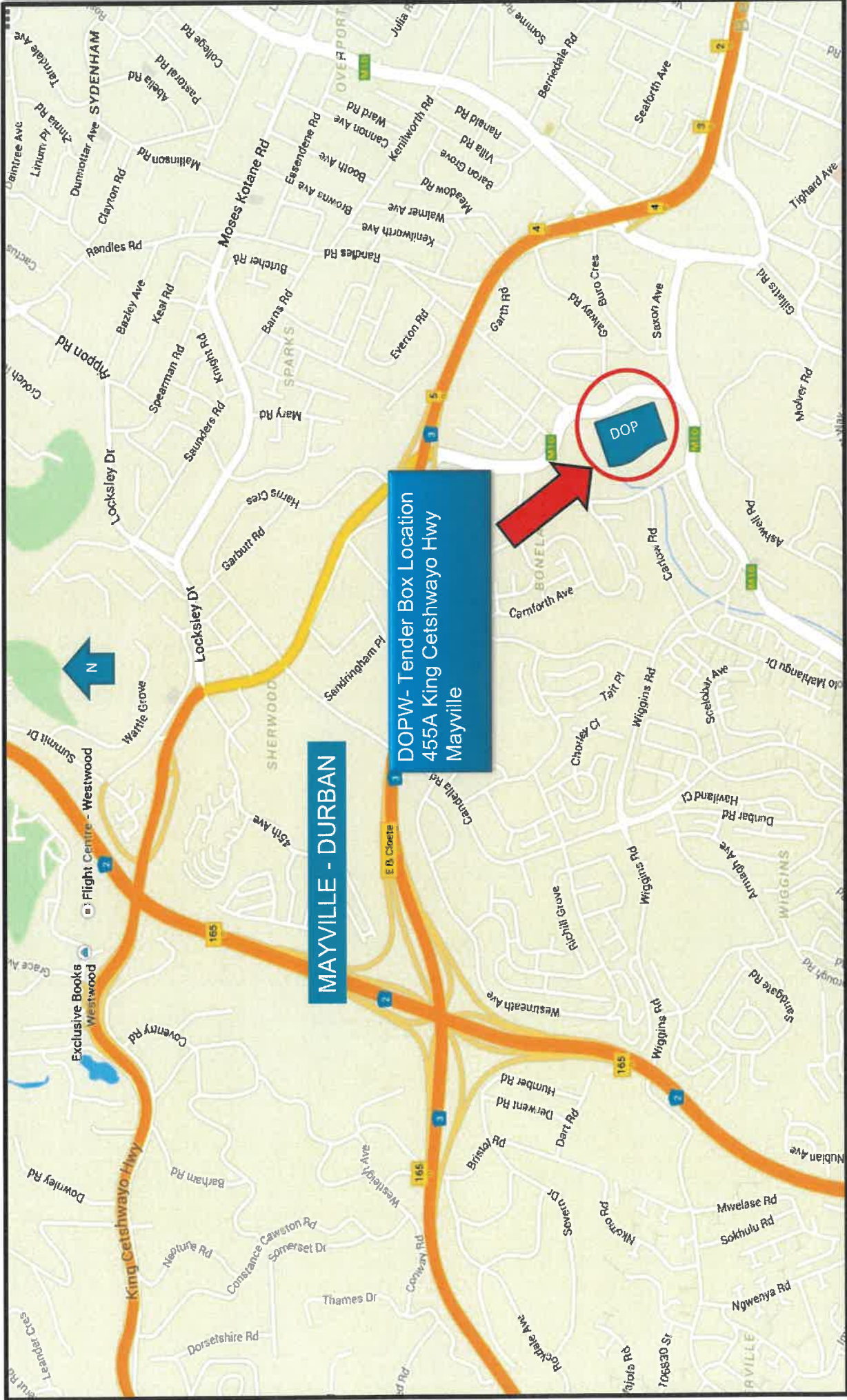




KWAZULU-NATAL PROVINCE
PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

ANNEXURES





Annexure 5
Joint Venture Agreement
(March 2004)
(First Edition of CIDB document 1017)

1. **PREAMBLE**

This agreement is made and entered into by and between

of the first part and

of the second part and

of the third part.

(allow for additional parties as necessary).

Whereas the foregoing parties have resolved to form a Joint Venture under the title of

for the exclusive purposes of securing and/or executing the Contract to be awarded by

(name of Employer)

to the KZN Department of Public Works & Infrastructure in respect of the following project:

for (brief description of Contract)

**DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAMME PHASE 03: ETHEKWINI REGION:
NGCOLOSI SECONDARY SCHOOL**

Now it is hereby agreed as follows :

2. **DEFINITIONS AND INTERPRETATION**

2.1 Definitions

The following words and expressions shall have the meanings indicated, except where the context otherwise requires. Defined terms and words are, in general, signified in the text of the Agreement by the use of capital initial letters, but the absence of such letters does not necessarily signify that a term, or word, is not defined.

'Agreement' means the agreement between the Members of the Joint Venture and includes this model form of agreement together with the Preamble, Specific Provisions, if any, Schedules 'A', 'B' and 'C' and any relevant Documents prepared prior to the signing of the Agreement and appended thereto.

'Contract' means the contract with the Employer for the supply of the Deliverables, for the purposes of securing and executing which, the Joint Venture has been formed.

'Deliverables' means the works and/or services, equipment, materials, goods, etc. to be furnished by the Joint Venture to the Employer in terms of the Contract.

'Document' means any written, drawn, typed, printed, or photographic material, which relates to the Agreement.

'Employer' means the person, or body, which is to award the Contract and will employ the Joint Venture if it is awarded the Contract.

'Joint Venture' means the joint venture formed by the Members in accordance with the Agreement.

'Management Committee' means the body established in terms of the Agreement to manage all aspects of the work of the Joint Venture in securing and executing the Contract and in meeting the provisions for the Agreement.

'Member' means a person, or body which, being a party to the Agreement, is a member of the Joint Venture.

'Member's Interest' means the proportion expressed as a percentage, which the total monetary value of all resources provided and contributions made by a Member towards the execution by the Joint Venture of the Contract bears to the total of such values by all Members and, unless otherwise indicated in the Agreement, represents the extent to which the Member participates in the fortunes of the Joint Venture.

'Representative' means the person representing a Member on the Management Committee.

'Schedules' means Schedules 'A', 'B' and 'C' which set out general, financial and other information relating to the Members and the obligations, duties, rights, risks and benefits arising from their participation in the Joint Venture.

'Specific Provisions' means the variations, if any, required to this standard form of agreement for the specific purposes of the Agreement.

2.2 Interpretation

Unless inconsistent with the context, an expression in the Agreement which denotes:

- any gender shall include the other genders
- a natural person shall include a juristic person and vice versa
- the singular shall include the plural and vice versa

2.3 Headings

The headings to clauses of the Agreement shall not be considered part thereof, nor shall the words they contain be taken into account in the interpretation of any clause.

2.4 Law

The Agreement shall be construed in accordance with and governed by the laws of the Republic of South Africa and the English language versions shall prevail.

2.5 Language

English shall be exclusively used by the Members in the preparation of Documents unless otherwise indicated.

2.6 Conflict between Agreement and Contract

Should any provision of the Agreement be in conflict with the terms of the Contract, the Agreement shall be amended to the approval of the Management Committee so as to eliminate the conflict.

3. **JOINT VENTURE GENERAL**

3.1 Establishment and Purpose

The Joint Venture established by the Members in terms of the Agreement is an unincorporated association with the exclusive purposes of securing and executing the Contract for the benefit of the Members.

3.2 Termination

The operation of the Joint Venture and the validity of the Agreement shall terminate if and when it becomes evident that the Joint Venture will not be awarded the Contract, or, if the Joint Venture secures the Contract, when all obligations and rights of the Joint Venture and the Members in connection with the Contract and the Agreement have ceased and/or been satisfactorily discharged.

Unless otherwise decided by the Management Committee, the Agreement shall not terminate if a Member changes its name, or is taken over by, or merged with, another body.

This agreement will terminate when any one of the Members resigns, are liquidated or opts out of this agreement and the Joint Venture will be in breach of contract with the Employer and their contract could be cancelled.

3.3 Exclusivity

Unless otherwise agreed by the Management Committee, or provided for in the Contract no Member shall engage in any activity related to the Contract other than as a Member of the Joint Venture and Members shall ensure that their subsidiaries and other bodies over which they have control comply with this requirement.

3.4 Participation of Members

Except as may otherwise be stipulated in the Agreement, each Member shall be responsible for all costs incurred by it prior to the date of inception of the Agreement.

Subsequent to the date of inception of the Agreement, each Member shall, participate in the operations, risks, responsibilities and fortunes of the Joint Venture including, inter alia, the provision of funding, sureties, guarantees, insurances, human and other resources and participation in profits and losses to the extents indicated in the Schedules. Participation in any aspect not covered in the Schedules shall, if an agreement cannot be reached between the Members, be to the same extents as indicated by the Members Interests.

3.5 Management

The affairs of the Joint Venture shall be directed and controlled by the Management Committee, as set out in Section 4 hereof.

3.6 Confidentiality

All matters relating to the Agreement and the Contract shall be treated by the Members as confidential and no such matter shall be disclosed to any third party without the prior written approval of the Management Committee.

No Member shall be party to the dissemination of publicity relating to the Contract, or the Agreement, without the prior written approval of the Management Committee and the Employer.

3.7 Assignment

No Member shall cede, assign, or in any other way make over any of its rights, or obligations, under the Agreement without the prior written consent of the Management Committee.

3.8 Subcontracting

No Member shall subcontract any obligation, work or duty for which it is, itself, responsible in terms of the Agreement without the prior written consent of the Management Committee.

3.9 Variations to Agreement

No variation, modification, or waiver of any part of the Agreement shall be of any force, or effect, unless unanimously agreed by the Members and reduced to writing.

3.10 Liability

Each Member warrants that it will indemnify the other Members against all legal liabilities arising out of, or in connection with the performance of its obligations under the Agreement.

It is acknowledged by the Members that they may be held jointly and severally liable in respect of claims against the Joint Venture by the Employer or third parties.

4. MANAGEMENT OF JOINT VENTURE

4.1 General

The affairs of the Joint Venture shall be directed, controlled and managed by the Management Committee, which, within the terms of the Agreement and the Contract, shall have full authority to bind the Members in all matters relating to the affairs of the Joint Venture.

Communication between the Joint Venture and the Employer, or third parties, relating to the Contract shall be conducted exclusively by the Management Committee, or by such person as it may delegate to perform this function.

The Management Committee shall have the power to appoint a project manager and/or such other persons as it may see fit to appoint for the purpose of executing the Contract and may delegate such of its powers, responsibilities and duties as it may consider necessary, or desirable, to persons or bodies appointed or seconded for this purpose.

Such administrative functions as are necessary to ensure the effective operation of the Management Committee shall be performed by its chairman.

4.2 Management Committee

4.2.1 Composition

The Management Committee shall, unless otherwise agreed by all the Members, consist of one Representative of each Member and each Member shall be obliged, at all times, to maintain a Representative on the Management Committee.

Each member shall, not later than three working days after the signing of the Agreement, appoint its Representative and notify the other Members of the name and contact details of the Representative. Such Representative shall have the power to bind the Member that he represents in all matters relating to the execution of the Contract and the performance of the Agreement.

A Member shall be entitled, after giving the other Members not less than three working days written notice of his intention to do so, appoint, remove and/or replace, an alternate who shall, at any meeting of the Management Committee from which the Representative whom he represents is absent, be vested with all rights and powers and subjected to all the obligations of the absent Representative.

The chairman of the Management Committee shall be the Representative of the Member which has the largest Member's Interest. If two, or more, Members have the same, largest Member's Interest, the chairmanship shall rotate between the Representatives of such Members at three monthly intervals, the order of rotation to be determined by ballot.

Notwithstanding the foregoing, the chairmanship of the Management Committee may be determined, or changed, at any time by unanimous decision of the Management Committee.

No remuneration shall be paid by the Joint Venture to Representatives or their alternates for serving on the Management Committee,

4.2.2 Meetings

Meetings of the Management Committee shall take place at such times and places as the Management Committee may determine, provided that the chairman shall convene a meeting of the Management Committee to be held not later than ten working days after he has been requested, in writing, by a Member to do so. Not less than five working days written notice of any meeting of the Management Committee shall be given to all Representatives and their alternates.

The Management Committee may permit, or invite, persons other than Representatives or alternates to attend any of its meetings, but such persons shall not have voting rights.

4.2.3 Decisions

Each Representative shall have one vote on the Management Committee and where, in terms of this clause, a casting vote is required, this shall be exercised by the chairman.

All decisions of the Management Committee shall, desirably, be unanimous. Accordingly, if unanimity cannot, initially, be achieved in regard to a decision, the meeting at which that decision is sought shall be adjourned for a period of 48 hours to enable Representatives to consult with their principals. If, on resumption of the adjourned meeting, unanimity can still not be achieved, the decision, provided it is not one requiring unanimity of the Members, shall be taken by majority vote and, in the event of a tie, the chairman shall exercise a casting vote.

A Member not satisfied with a majority decision of the Management Committee may declare a dispute, to be dealt with in terms of Clause 8 hereof, but the majority decision shall, nevertheless, be implemented with immediate effect.

Decisions of the Management Committee, whether taken at a meeting, or otherwise, shall be recorded in written minutes, which shall be distributed by the chairman to reach the Representatives not later than five working days after those decisions were taken. Such minutes shall be deemed to have been affirmed by the Representatives unless written notice of dissent is received by the chairman not later than three working days after receipt of the minutes by the Representative.

4.2.4 Powers and duties

The functions, responsibilities and powers of the Management Committee shall include, inter alia, those listed below:

4.2.4.1 Formulating overall policy in regard to the achievement of the objectives of the Joint Venture.

4.2.4.2 Managing the day to day affairs of the Joint Venture.

4.2.4.3 Monitoring, directing and co-ordinating the activities of the Members to ensure that the objectives of the Joint Venture are achieved and that the obligations and responsibilities of the individual Members are met.

4.2.4.4 Monitoring and controlling the financial affairs of the Joint Venture and ensuring that proper books of account and financial records relating to affairs of the Joint Venture are maintained in an approved form and submitted to the Management Committee for approval at regular intervals, which shall not be longer than one month.

4.2.4.5 Determining the necessity for and the details of any changes in the duties and responsibilities of Members provided that any resulting changes in Members' Interests shall be unanimously approved by the Members.

4.2.4.6 Determining the terms and conditions of employment of personnel and the emoluments applicable to staff seconded to the Joint Venture by the Members.

4.2.4.7 Controlling and approving the appointment of all subcontractors.

4.2.4.8 Procuring, after the completion of the Contract and the release of all bonds, guarantees and sureties given in respect of the performances of the Joint Venture and the Members, the preparation and auditing of a final set of accounts, on the basis of which the final profits, or losses, attributable to the individual Members shall be determined and any necessary adjustments effected.

5 RESOURCES OF JOINT VENTURE

The resources to be utilised by the Joint Venture in securing and executing the Contract shall, insofar as these are to be provided directly by the Members, be as set out in the Schedules and may, from time to time, be amended by decision of the Management Committee, provided that the Member's Interests are not, except with the unanimous approval of the Members, affected thereby.

Similarly, specific areas of responsibility of the Members for the performance of work and the provision of facilities shall be as set out in the Schedules and may, from time to time, be amended by decision of the Management Committee, provided that the Members' Interest are not, except with the unanimous approval of the Members, affected thereby.

5.1 Schedule 'A' (General)

Schedule 'A' shall contain general information relating to the Joint Venture including, inter alia, the following :

1. The Employer's name and address.
2. A brief description of the Contract and the Deliverables.
3. The name, physical address, communications addresses and domicilium citandi et executandi of each Member and of the Joint Venture.
4. The Members' Interests.
5. A statement indicating whether, or not, Specific Provisions apply to the Agreement.
6. A schedule of insurance policies which must be taken out by the Joint Venture and by the individual Members.
7. A Schedule of sureties, indemnities and guarantees that must be furnished by the Joint Venture and by the individual Members.
8. Details of the persons, who, in the event of failure by the Members to reach agreement on the appointments of mediator and arbitrator, will nominate appointees to these positions in terms of Clauses 8.2 and 8.3.

5.2 Schedule 'B' (Financial)

Schedule 'B' shall contain information regarding the financial affairs of the Joint Venture including, inter alia, the following :

1. The working capital required by the Joint Venture and the extent to which and manner whereby this will be provided and/or guaranteed by the individual Members from time to time.
2. The banking accounts that are to be opened in the name of the Joint Venture and the manner in which these are to be operated.
3. The rates of interest that will be applicable to amounts by which Members are in debit, or credit, to the Joint Venture.
4. The names of the auditors and others, if any, who will provide auditing and accounting services to the Joint Venture.
5. The intervals at which interim financial accounts and forecasts will be prepared for approval by the Management Committee.
6. Insofar as not covered in Schedule 'C', the basis on which contributions of various types by the Members towards the work of the Joint Venture in securing, executing, managing and satisfactorily completing the Contract, will be valued.
7. The basis on which profits and/or surplus cash will, if available from time to time, be distributed to Members.
8. The basis upon which losses, if any, are to be apportioned to Members.

5.3 Schedule 'C' (Contributions by Members)

Schedule 'C' shall set out the contributions of various types, other than cash, that will be made by the individual Members towards the work and obligations of the Joint Venture and shall, as far as possible, indicate the monetary values to be placed on such contributions, which may include, inter alia, the following :

1. Staff seconded to the Joint Venture.
2. Work carried out and services provided to, or on behalf of, the Joint Venture.
3. Plant, equipment, facilities etc. made available for use by the Joint Venture.
4. Materials and goods supplied to, or on behalf of, the Joint Venture.
5. Licences, sureties, guarantees and indemnities furnished to, or on behalf of, the Joint Venture.
6. Joint Venture Disclosure form required for the Contract.

6. **BREACH OF AGREEMENT**

If a Member breaches any material provision of the Agreement, or delays or fails to fulfil its obligations in whole, or in part, and does not remedy the situation within fourteen calendar days of receipt of notice from the Management Committee, or another Member, to do so, the other Members shall have the right, without prejudice to any other rights arising from the default, to summarily terminate the Agreement and re-assign the defaulting Member's rights and obligations in the Joint Venture as they see fit and withhold any moneys due to the defaulting member by the Joint Venture.

Each Member shall indemnify the other Members against all losses, costs and claims which may arise against them in the event of the Agreement being terminated as a result of breach of the Agreement by the said Member.

7. **INSOLVENCY OF MEMBER**

Should a Member be placed in liquidation, or under judicial management, whether provisionally or finally, or propose any compromise with its creditors, the other Members shall be entitled to proceed in terms of Clause 6, as if the Member had breached the Agreement.

8. DISPUTES

8.1 Settlement

The Members shall negotiate in good faith and make every effort to settle any dispute, or claim, that may arise out of, or relate to, the Agreement.

If agreement cannot be reached, an aggrieved Member shall, if he intends to proceed further in terms of Clause 8.2 hereof, advise all other Members in writing that negotiations have failed and that he intends to refer the matter to mediation in terms of Clause 8.2.

8.2 Mediation

Not earlier than ten working days after having advised the other Members, in terms of Clause 8.1, that negotiations in regard to a dispute have failed, an aggrieved Member may require that the dispute be referred, without legal representation, to mediation by a single mediator.

The mediator shall be selected by agreement between the Members, or, failing such agreement, by the person named for this purpose in Schedule 'A'. The costs of the mediation shall be borne equally by all Members.

The mediator shall convene a hearing of the Members and may hold separate discussions with any Member and shall assist the Members in reaching a mutually acceptable settlement of their differences through means of reconciliation, interpretation, clarification, suggestion and advice. The Members shall record such agreement in writing and thereafter they shall be bound by such agreement.

The mediator is authorised to end the mediation process whenever in his opinion further efforts at mediation would not contribute to a resolution of the dispute between the Members.

8.3 Arbitration

Where a dispute or claim is not resolved by mediation, it shall be referred to arbitration by a single arbitrator to be selected by agreement between the Members or, failing agreement, to be nominated by the person named for this purpose in Schedule 'A'.

The Member requiring referral to arbitration shall notify the other Members, in writing, thereof, not later than thirty calendar days after the mediator has expressed his opinion, failing which the mediator's opinion shall be deemed to have been accepted by all Members and shall be put into effect.

Arbitration shall be conducted in accordance with the provisions of the Arbitration Act No. 42 of 1965, as amended, and in accordance with such procedure as may be agreed by the Members or, failing such agreement, in accordance with the rules for the Conduct of Arbitrations published by the Association of Arbitrators and current at the date that the arbitrator is appointed.

The decisions of the arbitrator shall be final and binding on the Members, shall be carried into immediate effect and, if necessary, be made an order of any court of competent jurisdiction.

9. DOMICILIUM

The Members choose domicilium citandi et executandi for all purposes of and in connection with the Agreement as stated in Schedule 'A'. A Member shall be entitled to change his domicilium from time to time, but such change shall be effective only on receipt of written notice of the change by all other Members.

Member No. 1

Thus done and signed at _____ this _____ day of _____ 20__

For and on behalf of _____ [Company]

by [name] _____ who warrants his authority to do so.

As witnesses 1. _____ As witnesses 2. _____

Member No. 2

Thus done and signed at _____ this _____ day of _____ 20__

For and on behalf of _____ [Company]

by [name] _____ who warrants his authority to do so.



As witnesses 1. _____

As witnesses 2. _____

Member No. 3

Thus done and signed at _____ this _____ day of _____ 20____

For and on behalf of _____ [Company]

by [name] _____ who warrants his authority to do so.

As witnesses 1. _____

As witnesses 2. _____

[Allow for additional parties as necessary].

REFERENCE NR	065447
Revision	0
Date	24 June 2026



KWAZULU-NATAL PROVINCE

PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

Occupational Health and Safety Specification (OHSE SPEC)

PROJECT NAME	NGCOLOSI SECONDARY SCHOOL: WATER AND SANITATION PHASE 03
WIMS NR:	065447
CLIENT:	DEPARTMENT OF EDUCATION
PREPARED BY:	S. Khoza

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	Abbreviations
ALARP	As low As Reasonably Practicable
BRA	Baseline Risk Assessment
BOQ	Bill of Quantities
COIDA	Compensation for Occupational Injuries and Diseases Act.
CHSM	Construction Health and Safety Manager
CHSR	Client Health and Safety Representative
CR	Construction Regulations
DMR	Driven Machinery Regulations
DEL	Department of Employment and Labour
FEMA	Federated Employers Mutual Association
FPP	Fall Protection Plan
GAR	General Administration Regulations
GSR	General Safety Regulations
HCSR	Hazardous Chemical Substances Regulations
HIRA	Hazard Identification and Risk Assessment
H&S	Health and Safety
JSA	Job Safety Analysis
MSDS	Material Safety Data Sheet
OHSA	Occupational Health and Safety Act, Act 85 of 1993
PC	Principal Contractor
PPE	Personal Protective Equipment
RAMS	Risk Assessment and Method Statement
SABS	South African Bureau of Standards
SACPCMP	South African Council for Project and Construction Management Professions
SARTSM	South African Road Traffic Safety Manual, Chapter 2. Volume 13
SANS	South African National Standards
SSHSS	Site Specific Health and Safety Specification
SSHSP	Site Specific Health and Safety Plan
SWP	Safe Work Procedure

Definitions

"Act" Means, unless the context indicates otherwise, the Occupational Health and Safety Act, 85 of 1993.

"Agent (Pr. CHSA)" means a competent person who acts as a representative for a client in terms of Regulation (5)5 of the Construction Regulations of 2014.

"Approved Plan of Work" means a written site-specific methodology as contemplated in regulation 15 that is at least co-signed by the asbestos client, registered asbestos contractor and approved inspection authority;

"Audit" Means a systematic examination of documents, equipment, physical on-site conditions etc. to evaluate the levels of compliance with clients OHS requirements, applicable legislative requirements, and the achievement of a safe working environment for Employees, as well as not posing a risk to other persons and the environment.

"Baseline Risk Assessment" (BRA)" A wide encompassing risk assessment performed by the client of anticipated construction activities to execute the anticipated scope of work pertaining to the project.

"CR" refers to the Construction Regulations 2014.

"Client" in terms of this document means Department of Public Works, Kwazulu-Natal.

"CHSR" Means Client Health and Safety Representative, an in-house employee appointed by the Client to oversee the Health and Safety Management of a project.

"CHSM" means Construction Health and Safety Manager.

"Competent person" means a person who-

- a) Has in respect of the work or task to be performed the required knowledge, training and experience and, where applicable, qualifications, specific for that work or task provided that where appropriate qualifications and training are registered in terms of the provisions of the National Qualifications Framework Act, 2000 (Act No.67 of 2000), those qualifications and that training must be regarded as the required qualifications and training; and is familiar with the OHS Act, Act 85 of 1993 and with the applicable regulations made under the Act.

"Construction Health and Safety Officer" Means a person deemed competent by SACPCMP under the relevant category of registration appointed by the Principal Contractor to oversee the Safety, Health and Environmental Management on-site.

"Construction Manager (Site Agent)" means a competent person responsible for the management of the physical construction processes and the coordination, administration, and management of resources on a construction site.

"Construction Plant" Encompasses all types of plant including but not limiting to, cranes, piling equipment, boring machines, excavators, dewatering equipment, and road vehicles with or without lifting equipment.

"Construction Site" means a workplace where construction work is being performed.

"Construction Work Supervisor" means a competent person responsible for supervising construction activities on a construction site.



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

"Construction work" means any work in connection with –

- a) The construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or
- b) the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer, or water reticulation system; or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work.

"Contractor" means an employer who performs construction work.

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

"Designer" Means a competent person as defined by the Construction Regulations of 2014 appointed by the Client or the Principal Contractor as Agent to design and/or supervise and/or monitor construction work on their behalf.

"Fall Protection Plan" (FPP) means a documented plan, which includes:

- (a) Identification of hazards and risks pertaining to the risk of falling taking the nature of the work and its environment in consideration;
- (b) The procedures and methods to be applied to eliminate the risk or to reduce it to a level which is as low as reasonably practicable; and
- (c) A rescue plan and procedures.

"Fall Protection Plan" (FPP) means a documented plan, which includes:

- a) Identification of hazards and risks pertaining to the risk of falling taking the nature of the work and its environment in consideration;
- b) The procedures and methods to be applied to eliminate the risk or to reduce it to a level which is as low as reasonably practicable; and
- c) A rescue plan and procedures.

"Fall Prevention Equipment" Means equipment used to prevent persons, tools, equipment, machinery materials etc from falling from a "fall risk" position, including personal protective equipment, body harness, body belts, lanyards, lifelines or physical equipment, guardrails, screens, barricades, signage anchorages or similar equipment.

"Fall Risk" means any potential exposure to falling either from, off, over or into.

"Hazard" Means a source, situation, feature, activity, or anything else which has got the potential to cause harm, injury, death, environmental damage, business interruption etc.

"Hazard Identification and Risk Assessment (HIRA)" Means a document, which identifies hazards, assesses the risks and identifies the control measures, which are to be used to mitigate or reduce to a level which is as low as reasonably practicable the occurrence of hazards and risks during construction, use, operation and eventual demolition phases of a project.

Hazardous Chemical Substance (HCS) Means any toxic, harmful, corrosive, irritant or asphyxiating substance, or a mixture of substances, for which an occupational exposure limit is prescribed, or an occupational exposure limit is not prescribed, but which creates a hazard to health and the environment.

Induction Training: Means once off introductory training on general health and safety issues given to all employees and visitors to the site before commencement of work on site.

“Issue based Risk Assessment” Means a Risk Assessment based upon a specific issue/activity/item which could be instituted in response to the high priority risks identified in the Baseline Risk Assessment, Programme Risk Assessment or even after a near miss or actual loss event.

“Job Safety Analysis (JSA)” Means an analysis of a specific job or task according to a pre-determined procedure which helps to integrate accepted SHE principles and practises into a particular task or activity. Each step of the JSA is to identify potential hazards and to recommend the safest way to do the job.

“Medical Certificate of Fitness” means a certificate contemplated in regulation 7(8) of Construction Regulations of 2014.

“Medical Surveillance” Planned program of periodic examination/medicals of employees by an occupational health practitioner.

“Method Statement (MS)” also known as a Safe Work Method Statement (SWMS), or Safe Work Procedure (SWP) is a document developed because of the outcome of a risk assessment by the contractor, which contains details of how each task should be performed safely.

“Principal Contractor (PC)” means an employer appointed by the client to perform construction work, but may also include the responsibility of designing or overseeing the design process.

“RAMS” Means Risk Assessments and Method Statement.

“Occupational Health Practitioner” Doctor or Nurse registered and in Good Standing with the Health Professions Council of South Africa and has a tertiary qualification in Occupational Health Nursing.

“Principal Contractor (PC)” means an Employer appointed by the Client to perform construction work, but may also include the responsibility of designing or overseeing the design process.

“RAMS” Means Risk Assessments and Method Statement.

“Risk” Means the probability or likelihood that the possible harm, injury, death etc potential of a hazard could be realized with a consequence attached.

“SHE” Means Safety, Health and Environmental.

“Site”: Means the area handed over to the Principal Contractor for the purposes of construction work. Where there is no demarcated boundary it will include all adjacent areas, which are reasonably required for the activities for the Principal Contractor and approved for such use by the Designer and/or the Client.

Site Specific Health and Safety File (SSHSF) Means a file specifically pertaining to a site containing all health and safety documentation relating to the project as per the requirements of the Construction Regulations of 2014 and/or the SSHSS.

"Site Specific Health and Safety Plan (SSHSP)" means a detailed site, activity, or project specific documented plan in accordance with the client's OHSE specification indicating how health and safety will be managed during the project.

"Site Specific Health and Safety Specification (SSHSS)" means a site, project specific document prepared by the client pertaining to all health and safety requirements related to construction work.

3. KEY REFERENCES

- Occupational Health and Safety Act No. 85 of 1993 and Regulations (as amended)
- Compensation for Injury and Occupational Diseases Act No. 100 of 1993 (as amended)
- Building Code SANS 10400
- Wiring Code SANS 10142
- Scaffolding Code SANS 10085-1
- Green Building Guidelines

4. INTRODUCTION AND PURPOSE

The KwaZulu-Natal Department of Public Works and Infrastructure is deemed as the "Client" in terms of the definitions of the Construction Regulations of 2014 as published in *Government Gazette No. 37305*. The Construction Regulations of 2014 in terms of CR(5)(1) stipulates that the Client must prepare a suitable, sufficiently documented and coherent SSHSS, for the intended construction work based on the Baseline Risk Assessment, (BRA) which in turn is based on the Scope of Work and several other related factors such as hazards and risks identified by the designer. It must be noted that for ease of reading the term "He/His" will be descriptive of both male and female gender throughout this document.

Purpose

The purpose of this SSHSS identifies the health and safety requirements the contractor needs to comply with. It will be periodically reviewed and updated (if necessary) to address and / or include:

- Changes in legislation;
- Client requirements;
- Leading practices;
- Lessons learnt from incidents; and
- Unforeseen issues.

This SSHSS also forms an integral part of the contract between the Client and the PC. It identifies and encompasses the working environment, practises and behaviours expected of all parties who have roles to play in the successful completion of this project. The SSHSS provides guidelines to comply with the Occupational Health and Safety Act, Act 85 of 1993 (OHS Act) as amended, The Construction Regulations of 2014, other applicable legislative requirements, and applicable best practises. It aims to firstly ensure compliance with applicable legislative requirements as indicated above and secondly to form the basis for the PC to develop his/her SSHSP.

As with any other plan for it to be implemented and managed effectively it requires the allocation of sufficient funds and resources, human and others, to achieve the objectives set out in the plan. In line with this requirement, Construction Regulation 5(1) (g) also requires the Client to ensure that the Principal Contractor has made adequate provisions for the cost of Health and Safety Measures in their

iders. The PC will be required to submit a Bills of Quantities (BOQ) with his SSHSP, which can be found under the Annexures section of this document which will be evaluated at the time of the evaluation of the SSHSP to satisfy the requirements of CR 5(1)(g).

This specification covers the requirements for eliminating and/or mitigating health and safety risks, injuries, accidents, and incidents on site to a level which is as low as reasonably practicable (ALARP). It addresses legal compliance, hazard identification, risk management and the promotion of a positive health and safety culture within the project. This specification also makes provision for the protection of persons other than those employed by the PC as stipulated by Sec 9 of the OHS Act, Act 85 of 1993.

It will also be noted that this document specifies certain recommendations, which should be followed so that the health and safety of all persons who may be potentially at risk and the potential risk to the environment may receive the same priority as other facets of the project such as Time, Cost and Quality.

It must be noted that this SSHSS as much as it is detailed it is not exhaustive and the onus is on the PC to ensure that he complies with Section 8 of the OHS Act, Act 85 of 1993 which reads as follows:

Sec 8(2)(d) "Establishing as far as reasonably practicable what hazards to the Health and Safety of persons are attached to any work which is performed, and he shall as far as is reasonably practicable, further establish what precautionary measures should be taken with respect to such work in order to protect the health and safety of persons, he shall provide the necessary means to apply such precautionary measures..", this means that Principal Contractors as an employer in his/her own right must at all times ensure continuous Hazard Identification and Risk Analysis (HIRA) and the implementation of appropriate risk reduction and/or elimination measures so as to strive towards the implementation and continued provision and maintenance of a healthy and safe working environment. The SSHSS is a performance specification aimed at ensuring that the Client and any persons it enters into an agreement with achieves an acceptable level of SHE performance.

5. SCOPE OF APPLICATION

This Client Specification is exclusively applicable to the following project:

NGCOLOSI SECONDARY SCHOOL: WATER AND SANITATION PHASE 03

The scope of work involves the renovation, rehabilitation, and general maintenance of the Qadi Traditional Administrative Court. This project is a cancellation project being implemented under the **GCC 2010 contract** for a **6 months** period and is defined as a Design by Employer which requires in terms of OHS Management the transferring some functions and responsibilities which would normally be conducted by the Client to the Principal Contractor.

5.1. SITE LOCATION

Ngcolosi Secondary School is a public rural Secondary School located in the Untunjambili Area of Kranskop, KwaZulu-Natal. It is situated within the iLembe District Municipality, near local landmarks such as the Dulumbe peak and The Kop.

Latitude: -28.94553°

Longitude: 30.94374°

5.2. SUMMARY SCOPE OF WORK

The project includes the following key work components as reflected on the BOQ:

- **ALTERATIONS AND DEMOLITIONS**
 - i. ALTERATIONS AND DEMOLITIONS (FLUSH TOILETS)
 - ii. NEW WORK TO EXISTING BUILDINGS (FLUSH TOILETS)
- **NEW ABLUTION - MALE 3-SEATER**
- **NEW ABLUTION - FEMALE BLOCK A, 6-SEATER**
- **NEW ABLUTION - FEMALE BLOCK B, 6-SEATER**
- **NEW ABLUTION - TEACHERS: 2 FEMALE, 1 MALE, 1 PARAPLEGIC**
 - i. Earthworks
 - ii. Concrete Formwork & Reinforcement
 - iii. Precast Concrete
 - iv. Masonry
 - v. Waterproofing
 - vi. Roof Coverings, etc.
 - vii. Carpentry & Joinery
 - viii. Ironmongery
 - ix. Metalwork
 - x. Plastering
 - xi. Tiling
 - xii. Plumbing and Drainage (Provisional)
 - xiii. Glazing
 - xiv. Paintwork
 - xv. External works (Water Tank)
 - ✓ General Site Works.
 - ✓ Rainwater Channels.
 - ✓ Aprons and Walkways.
 - ✓ Retaining walls.
- **ELECTRICAL INSTALLATION**
- **EXTERNAL WORKS (PROVISIONAL)**

Scope breakdown;

- Demolition of existing ablution facilities and associated structures.
- Site clearance, temporary barriers and protection works.
- Earthworks, excavation, backfilling, compaction and foundation preparation.
- Concrete works reinforced concrete works and surface beds.
- Brickwork, blockwork and masonry construction.
- Waterproofing and damp-proofing installations.
- Roofing works, including roof structures, sheeting, flashings, gutters, and rainwater goods.
- Carpentry and joinery works, including timber doors, frames, roof timbers, fascia boards and barge boards.
- Installation of ironmongery, including locks, hinges, handles, door stops and signage.
- Metalwork and structural steelwork, including steel gates, frames, windows and fabricated items.
- Plastering and screeding to internal and external surfaces.
- Plumbing and drainage installations, including sanitary fittings, water supply piping, drainage systems, testing and commissioning.
- Wall and floor tiling, including ceramic tiles and edge trims.
- Glazing works including safety glass and mirrors.
- Painting and protective coatings to new and existing surfaces.

- Electrical installations, including distribution boards, wiring, lighting, earthing, lightning protection, testing and certification.
- External works and all associated ancillary construction activities.
- Testing, commissioning, certification, and handover of completed installations.
- Provision of all labour, materials, plant, equipment, supervision, and temporary works necessary for the successful completion of the project in accordance with the drawings and specifications.

5.3. THE PROJECT TEAM

The DPWI Project Team is as follows:

Initials and Surname	Organisation	Discipline	E-mail
Mr Amon Maphumulo	DPWI	Construction Project Manager	Amon.Maphumulo@kznworks.gov.za
Mr Sibusiso Khoza	DPWI	Client Health and Safety Representative	Sibusiso.Khoza@kznworks.gov.za

6. REQUIREMENTS PERTAINING TO SITE SPECIFIC HEALTH AND SAFETY PLAN SUBMISSION

The PC shall prepare a documented SSHSP as per CR 7(1) (a) based on the information / requirements contained in this specification, applicable legislative requirements and demonstrate how he is going to implement health and safety requirements during the construction process. It must cover all activities that will be carried out on the project site, from mobilisation and set-up through to Close-out. The SSHSP must include all documentation required in terms of The Act, Regulations, and this specification for the purpose of evaluation and approval.

The PC must refer to Annexure C of the SSHSS to familiarise himself with the requirements pertaining to the contents of his SSHSP to be submitted to the CHSR for approval. Failure to comply with the requirements of Annexure C may result in unnecessary delays in the SSHSP approval process. The PC must keep the original SSHSP and submit a copy for evaluation and approval purposes, which will be kept by the CHSR for filling and referencing purposes.

Upon approval of the PC's SSHSP, the CHSR will issue the final letter of SSHSP approval as required by CR 7(1)(a) and confirm his appointment as required by CR 5 1(k). The PC must file the letter on his SSHSF. It must be noted that Construction work may not commence until an official letter issued by the CHSR has been issued. The PC shall be responsible for ensuring that adequate information is submitted as supporting documentation with his completed documentation.

The approved SSHSP included in the SSHSF as well as this SSHSS must always be kept on site and include all documentation required in terms of The Act and this specification. It must be kept in mind that All Sub Contractors must open their own SSHSP's and files. These health and safety files shall be approved in writing by the PC's CHSO, as required by CR 7. 1 (c)(x), a copy of which must be filed on the Sub Contractors as well as the PC's Health and Safety File. The Sub-Contractor must also be appointed in terms of CR 7. (c)(v). The Sub Contractor's Health and Safety Files will also be subjected to evaluation by the CHSR when conducting an Audit in addition to the evaluation by the CHSO.

is of the utmost importance that the PC takes note of the following when submitting his SSHSP for approval **in addition the requirements of Annexure C:**

- Completion and submission of Annexure A “Health and Safety Declaration” to the effect that he has the competence and necessary resources to carry out the work safely in compliance with the Occupational Health and Safety Act and its Regulations
- A valid Letter of Good Standing
- Two detailed Risk Assessments and Method Statements (RAMS) of two priority hazards as identified by the Risk Profile of anticipated construction activities for review by the CHSR, with evidence of the CHSO input to enable the CHSR to evaluate the Risk Assessors competency in terms of being able to conduct sufficient Risks Assessments and subsequent Method Statements
- Valid Proof of Competencies, including CV’s of Key Appointments.

7. PRINCIPAL CONTRACTORS RISK ASSESSMENTS

A detailed hazard identification and risk assessment processes must be followed for all work to be performed as well as for all associated equipment and facilities. The contractor must ensure that effective procedures and assessment systems are in place to control hazards and to mitigate risks to levels that are ALARP.

The risk assessment processes must be applied to:

- Routine and non-routine activities.
- Planned or unplanned changes.
- All employees, sub-contractors, suppliers, and visitors; and
- All infrastructure, equipment, and materials.

The risk assessment processes and methodologies must be appropriate for the nature and scale of the risks and must be implemented by competent persons.

The process of analysing and managing risk must include the following:

- Establishing the context of the risk assessment.
- Identifying hazards and determining possible risk scenarios (unwanted events).
- Evaluating risks and assigning ratings (classification).
- Recording the risk analysis in a risk register.
- Managing risks according to their classification (prioritising for action).
- Identifying and implementing control measures through the application of the Hierarchy of Risk Controls to ensure that risks are managed to levels that is as low as is reasonably practicable (ALARP).
- Developing action plans for reducing risk levels (where possible).
- Verifying the completion of actions.
- Re-evaluating the risks and classifications as appropriate; and
- Reviewing and updating the risk register.

The PC must refer to the BRA and summary of hazards and risks identified by designers when conducting his risk assessments.

Once the SSHSP of the PC has been approved where two detailed Issue Based Risk Assessments and Method Statements (SWP’s) of two priority hazards as identified by the BRA Risk Profile has been approved, such approval will only be granted in terms of approved RAMS up to and including site establishment.

During the site establishment period the PC will be required to submit his construction program. Health and safety management matters must be included in the program which will form the basis for the CHSR calling for RAMS for approval purposes. RAMS for future work must be supplied via e-mail to the CHSR at least 72 hours before the anticipated activity commencement date, unless otherwise agreed, followed by a WhatsApp informing the CHSR of such e-mail.

Work may not commence pertaining to RAMS submitted for approval until such RAMS have been approved. Should the CHSO continuously submit RAMS late, it will be for the PC's account. Should the PC's CHSO persistently submit poor quality RAMS, the situation will be brought to the Project Leaders attention for intervention and engagement with the PC.

The PC must ensure that the CHSO is included in production, planning, sessions/meetings to ensure that the appropriate RAMS as required are available and completed timeously. Under no circumstances may a CHSO perform a risk assessment in isolation. The active participation of all relevant role-players is mandatory.

A Risk Assessment must be followed by a Method Statement (SWMS/SWP) which describes in detail how the job or task is to be performed in a logical, sequential manner. RAMS must be a "Team" effort, Site Management Representatives, Supervisory Personnel, Technical Experts, and workers must be part of the RAMS process.

RAMS must be reviewed as a minimum on an annual basis, when changes are made to work methods statements and following an incident.

8. Notification of Construction Work

The PC must submit in terms of Construction Regulation 4 in the format of Annexure 2, a Notification of Intention to Commence Construction Work to the closest Department of Employment and Labour. A stamped copy must be provided to the CHSR after submission. The SSHSP will not be approved until such Notification has been received by the CHSR. A copy of the approved notification to Commence Construction Work must be kept on the SSHSF.

9.	SITE SPECIFIC OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT (IN ALPHABETICAL ORDER)
9.1.	Accident, Incident Investigation
9.2.	Alcohol and Drugs
9.3.	Appointments
9.4.	Consultation, Communication and Liaison
9.5.	Close-out requirements
9.6.	COIDA
9.7.	Competency and Training
9.8.	Construction Supervision
9.9.	Defects Reporting and Correction
9.10.	Demolition
9.11.	Delivery and Placement of Containers, Park Homes etc.
9.12.	DSTI's
9.13.	Electrical Connections
9.14.	Emergency Drills and Evacuation Procedures
9.15.	Environmental Management Plan
9.16.	Edge Protection
9.17.	Excavations
9.18.	Extreme Weather Condition
9.19.	Fall Prevention Plan and Planning
9.20.	First Aid Boxes and Equipment
9.21.	Fire Extinguishers, Precautions and Fighting
9.22.	Fuel and Flammable Liquids
9.23.	General Record Keeping
9.24.	Hand Tools
9.25.	Hazardous Chemical Substances
9.26.	Hazard Identification and Risk Analysis (HIRA)
9.27.	Hazards and Potentially Hazardous Situations
9.28.	Health and Safety Audits, Monitoring, Reporting and Statistics
9.29.	Health and Safety Disciplinary Procedure
9.30.	Health and Safety Management Notice Board

9.31.	Health and Safety Organogram
9.32.	Health and Safety Plan Submission
9.33.	Health and Safety Policy
9.34.	Health and Safety Training
9.35.	Heat Stress and Sun Protection
9.36.	Housekeeping
9.37.	Incident and Injury Management
9.38.	Induction Training
9.39.	Ladders
9.40.	Lighting
9.41.	Manual Handling of Materials
9.42.	Maintenance
9.43.	Medical Fitness / Fitness to work
9.44.	Method Statements, Safety (SMS)(SWP'S)
9.45.	Noise
9.46.	Notices
9.47.	Notification of Construction Work
9.48.	Occupational Hygiene (Personal Hygiene and Infectious Diseases)
9.49.	Personal Protective Equipment (PPE)
9.50.	Plant and Machinery
9.51.	Planned Task Observations
9.52.	Portable Electrical Tools
9.53.	Public Safety and Security
9.54.	Risk Assessment of Plant and Equipment
9.55.	Roof Work
9.56.	Safety Meetings: Pre- Start, Review etc.
9.57.	Safety, Health and Environmental Representatives and Committee's
9.58.	Safety Officer (CHSO), Roles and Responsibilities
9.59.	Signage
9.60.	Site Clearance
9.61.	Site Establishment
9.62.	Site Layout Plan

9.63.	Site Specific Safety Rules
9.64.	Smoking on Site
9.65.	Speed restrictions and Protection
9.66.	Stacking and Storage of materials
9.67.	Structures and Temporary Works
9.68.	Sub-Contractor
9.69.	Transportation of Workers
9.70.	Trespassing
9.71.	Toolbox Talks
9.72.	Vehicles and Traffic Management
9.73.	Ventilation
9.74.	Vibration
9.75.	Visitors to Site
9.76.	Waste Management
9.77.	Water Management
9.78.	Welding, Grinding, Cutting etc.
9.79.	Welfare Facilities
9.80.	Working at Heights
9.81.	Pit Toilet Desludging

LISTED BELOW PLEASE FIND SITE SPECIFIC OCCUPATIONAL HEALTH AND SAFETY STIPULATIONS IN ALPHABETICAL ORDER. IT MUST BE NOTED THAT SOME ITEMS MAY BE OF MORE DETAIL THAN OTHERS, THE REASON BEING THAT DUE TO THE LEVEL OF RISK ASSOCIATED WITH THESE ITEMS THAT MORE DETAILED INFORMATION IS NEEDED TO BE BROUGHT TO THE PC'S ATTENTION, BUT THIS MUST NOT BE SEEN AS AN INDICATOR THAT OTHER ITEMS ARE OF LESS IMPORTANCE.

8.1.	Accident, Incident Investigations
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All Injuries sustained on the site are to be categorized into the following categories:

- first aid.
- medical attendance (Doctor).
- disabling; and
- fatal injuries

The PC must manage Accident/ Incidents. A procedure for the management of all health and safety accidents/Incidents must be drawn up and implemented. This procedure must define the responsibilities, methodologies and processes that must be followed for:

- Reporting an incident/accident.
- Investigating an incident/accident.



Analysing an incident/accident to determine the root cause.

- Identifying and implementing corrective actions to prevent a recurrence; and
- Communicating information concerning an incident to relevant persons and / or groups.

A documented, detailed investigation report must be submitted with 7 days to the Project Team which and as a minimum include the following:

- The date, time, and location of the accident.
- Witness statements, including residential and contact details.
- A detailed description of the accident, including photographs.
- The Initials, Surnames, residential and contact details of any injured person/s.
- Injury details (if applicable).
- A summary of the first aid and / or medical treatment provided (if applicable).
- The status of any injured persons (if applicable).
- The root causes of the incident ; and
- Detailed corrective actions, including responsible persons and target dates for implementation.

A Near Hit/Mis is an incident which may have the potential to cause harm, injury or damage and need therefore to be reported and investigated to prevent the potential negative effect it may have been realised.

The contractor/ Supervisor/Employee must report each incident that occurs (including Near Hits/Mis) to the CHSO without delay. Preliminary details must be recorded on the same workday or shift on which an incident occurs. In the event of a significant incident, with the potential to cause serious injury, harm or damage taking place, work must cease and may only resume once the necessary actions, including the re-evaluation of any relevant risk assessments have been taken to reduce the risk of recurrence. Work may only be permitted to recommence once formal authorisation has been granted by the CHSO after consultation with the CR 8(1).

In the event of a person requiring First aid such cases must also be recorded in the First Aid Dressing Register. All accidents /Incident investigation reports and related documentation must be recorded on the safety file. All disabling and fatal accidents must immediately be reported to the CHSR telephonically after they occur followed by and e-mail notifying the CHSR of accident.

All incidents as described in Section 24 of the OHS Act must be reported in the prescribed period and manner to the Department of Employment and Labour. Copies of Section 24 reports, including WCL 2 forms must be forwarded to the CHSR.

The PC must on a monthly basis include in his Self-Audit Report all injuries sustained on site with the required remedial measures taken. Accident/ Incidents and the identified Root Causes with the recommended corrective measures must be included on the agenda of Safety Committee Meetings for discussion and reported back on at the next progress meeting.

8.2.	Alcohol and Drugs
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A fit-for-work policy must be in place, incorporating zero tolerance for any drugs (including prescribed medication with an intoxicating effect) or alcohol in the system of a driver or operator. Drug and alcohol testing must be part of all medical fitness assessments for the issue of medical fitness certificates.

o alcohol and other drugs will be allowed on site. No person may be under the influence of alcohol or any other drugs while on the construction site. Any person on the construction site who is on prescription medication must inform the CHSO officer or the safety representative accordingly. A register must be kept of all persons on prescription medication with the contact details of the medical practitioner prescribing such medication.

Any person on the construction site who is suffering from any illness/condition that may have a negative effect on his/her safety performance must report this to the CHSO or Safety Representative.

Any person on the construction site who is suspected of being under the influence of alcohol or other intoxicating drugs must be removed from site. He must be instructed at the time of being removed from site to report the next day for a preliminary inquiry. A full disciplinary process must be followed by the Contractor concerned and a copy of the disciplinary action must be forwarded to the PC for his records.

8.3.	Appointments
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The PC shall make appointments as per the Act and its Regulations; structured and guided by the scope of works and its associated risks. The PC must refer to Annexure C for a list of appointments which may be applicable to his Safety Management Structure.

All health and safety appointments must be done in writing and kept on the SSHSF. Where appointments have lapsed or new appointments have been made, such previous appointments and the new appointments must be kept in the SSHSF. Expired appointment may not be discarded or destroyed.

All SHE Appointments must be reflected on the Site SHE Organogram, which must be kept up to date, filed in the SSHSF and displayed in the Site Office.

It is acknowledged that the PC may need to allocate more than one appointment to certain staff members. This practice may only take place if health and safety standards would not be negatively affected, with the CHSR reserving the right to specify otherwise if deemed that it may affect health and safety standards.

8.4.	Consultation, Communication and Liaison
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The PC must establish and maintain effective communication and consultative processes, allowing for a two-way dialogue for the duration of the project to ensure that:

- All personnel are kept up to date regarding health and safety matters e.g., Hazards and risks, incidents and lessons learnt, leading practices, performance against objectives, etc.
- General health and safety awareness levels are kept high.
- Prompt feedback is given to personnel about health and safety issues or concerns that they raise; and
- Relevant, and often critical, health and safety related information e.g., design changes, instructions, reporting of hazardous conditions or situations, etc. is effectively disseminated.

This can be achieved by means of Toolbox Talks, Project Safety Meetings, Health, and Safety Awareness Programs etc.

8.5.	Close-out
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In terms of CR7(1)(e) and CR7(2)(b) the PC must hand over a consolidated SHE File to the Client when Construction work ceases, and the PC hands the site back to the Client. The Sub-Contractors appointed by the PC are required to do the same for the PC when exiting the site after completion of their work. The onus is on the PC to allow adequate time to ensure the correctness and approval by the CHSR of the files prior to exiting the Site.

The following list is an example of what should be included in the Close –out files but is not exhaustive. The CHSR may require further information at the time of completion of the project and the PC will have to ensure that all instructions are met. All records from the start of the project must be included. Daily or monthly inspection records are not required unless they are related to an accident. All records must be in electronic format and submitted to the CHSR for approval in adequately formatted lists and folders. The Layout should be logical and in the same order as in the site files. Upon final approval of the files by the CHSR, two hard copies of the electronic files must be handed over to the CHSR unless otherwise indicated by the CHSR.

Health and Safety close out file requirements.

PC File to include the following:

- Copy of Notification of Construction Work stamped by DOL
- Client SHE Specification
- Principal Contractor's SHE Plan
- Client Letter of SHE Plan Approval
- Organograms (Original and amended.)
- List of SHE Legal Appointments (Originals and amended)
- List of all employees employed on a permanent or contractual basis over the duration of the contract, PPE receipt records
- Medical Fitness Certificates for all employees
- Letters of Good Standing for the Project
- Incident/ Accident Records
- NCR's
- CHSR Health and Safety Audits
- Risk Assessments
- Method Statements
- Safe Work Procedures etc.
- List of all Sub Contractors

Sub-Contractor Files to include the following:

- SHE Plan
- SHE Plan Approval letter issued by the P
- Organogram/s (Original and amended).
- List of SHE Appointments (Original and Amended)
- All employees employed on a permanent or contractual basis over the duration of the contract receipt records
- Medical Certificates of Fitness for all employees
- PC and own audits
- Mandatory Agreements (if applicable)
- Risk Assessments
- Method Statements
- Safe Work Procedures

- Letters of Good Standing
- Incident Records
- Non-Conformance record

PC to include in its SHE File the following documentation if not being attended to by other discipline of PSP Team:

- All drawings for temporary structures (suspended beams etc.)
- All operating manuals for any systems that require on-going maintenance, and
- Copies of test results, policies, and procedures for environmental monitoring (silica, noise, dusts etc.)

Defect and Liability Period

The H&S files must be kept 'live' for the defect and liability period by the Principal Contractor, including those of their Subcontractors. Any work required during the defect and liability period will require an assessment of the H&S file by the PC's CHSO prior to any work commencing.

8.6.	COIDA
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The PC must ensure that all employees are fully covered in terms of the COID Act, either through the Workmen's Compensation Commissioner or another registered approved institution and that such cover will remain valid for the duration of the project. Failure to keep his/her cover valid will result in instructions to cease construction work being issued.

The PC must ensure that all Sub-Contractors appointed by him are fully covered in terms of the COID Act, or another institution as indicated above, and that such cover must remain valid for the duration of their contractual relationship with the PC.

The PC must have Public Liability Cover, which must adequately make provisions for any losses because of his and/or his employee's acts and/or omissions, which must remain valid for the duration of the project.

8.7.	Competence and Training
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The CEO (OHSA S16.1) of the PC will be overall responsible for the appointment of competent Construction Managers and site staff for the duration of the project unless it has been delegated to the Section 16.2 Appointee. All legal appointments are to be made with relevance to the type of work to be performed and kept current with the project programme. The PC, all contract employees, and their supervision must be in possession of the required qualifications or licences where the activities they must perform require such qualifications or licences.

The following Health and Safety competencies are applicable to certain appointments:

Sec 16.2 and Construction Work Manager [CR 8.1]: Supervisors Safety Course (IRCON) or equivalent and Legal Liability Course.

Construction Work Supervisor [CR 8.7]: Provide CV reflecting site supervision & work experience related to construction work activities executed in this project.

Safety Officer: SAMTRAC/ Lex Nexis 3 week SHE Management Course / NEBOSH, or equivalent. SACPCMP CHSO Registration and Relevant Experience. *CHS Officer required on Full-time bases.*

Safety Representatives: SAQA Accredited SHE Representative Training Course.

Risk Assessor: SAMTRAC / Lex Nexis 3 week SHE Management Course / NEBOSH or SAQA accredited Risk Assessors Course.

Fall Protection Planner: SAMTRAC / Lex Nexis 3 week SHE Management Course / NEBOSH or SAQA accredited Fall Protection Course (Accredited to SAQA Unit Standard 229994).

Incident Investigator: SAMTRAC / Lex Nexis 3 week SHE Management Course / NEBOSH or SAQA accredited Incident Investigation Course.

First Aider: SAQA accredited Level 2 First Aid Course

Where operations are being performed such as Crane Operations, Riggers, Scaffold Erectors, and Inspectors all such operators must be in possession of proof of qualifications, which is in compliance with Legislation, National qualifications Framework, Act 2000: Act No 67 of 2000, or similar industry standard where legislation does not prescribe such training. It must be noted that course providers used for training purposes must be accredited course providers.

Training must be given to each employee, including sub-contractor employees, to equip them with the knowledge and skills, understanding of the hazards and the risks as well as mitigating measures to enable such employee as far as is reasonably practicable to perform his duties in a safe manner.

Specific competency profiles and selection criteria (fitness for work) must be developed for all roles where significant health or safety risk exists.

A formal training needs analysis must be carried out based on the competency profiles and a training matrix must be developed for the project. Competency-based training must be provided and include operational controls (procedures and work instructions), management of change, and emergency response. All employees must hold and maintain the required competencies (including appropriate qualifications, certificates, and licences) and are under competent supervision.

A site-specific induction and orientation programme that highlights health and safety requirements, procedures, and significant hazards, risks and associated control measures must be in place for all new employees and visitors. Personnel must be trained on new or amended standards, rules, SWMS/SWP's, Risk Assessments etc. Refresher training must be conducted where required e.g., where employees are found disregarding rules etc. Records must be kept of training, qualifications, experience etc. Whenever training is given follow ups must be conducted to evaluate the efficiency of the training.

8.8.	Construction Supervision
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As indicated in the previous paragraphs the CEO (OHSA S16.1) of the PC will be overall responsible for the appointment of competent Construction Managers and site staff for the duration of the project. These appointments will be tasked with different supervisory responsibilities to ensure the provision of a safe working environment. The PC is again reminded to refer to Annexure C to determine what Supervisory Appointments need to be made taking into consideration the scope of work, Legislative requirements etc. Note must also be taken of at which stage certain appointments need to be made. The construction team is to ensure the appointed CHSO is kept up to date with all planned activities, to ensure all H&S requirements are met.

8.9.	Defects reporting and correction
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The purpose of any inspection is to determine deviations in need of remedial action. Where defects are identified during any routine inspection, pre-start check or during operation or use of any tools, equipment, motor vehicle, tools, or equipment, etc. it needs to be reported immediately.

Steps need to be taken to remedy such defects reported for the purpose of repairing such tools, equipment, etc. Where such remedial action cannot be actioned, immediate measures such as the fitting of Tags, taking out of service etc. needs to be applied to limit further use until repairs/ replacements have been completed and re-inspection carried out. Such defect reports must be done in writing.

8.10.	Demolition
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The PC needs to ensure compliance with OHS Act, Sec 8 and CR 14.

A detailed Structural Engineering Survey needs to be carried out before demolition work takes place and a Demolition Method Statement must be developed based on the structural engineering survey and include:

- Scope of Work.
- Termination of services requirements.
- Construction vehicles and plant and equipment to be used.
- Personnel Involved.
- Procedural steps to be followed.
- PPE Requirements.
- Signage requirements.
- SHE measures to be applied.
- Waste Management and housekeeping measures to be applied.
- Emergency Procedures applicable.
- Training to be rendered.

The Proposed Demolition Plan must be signed off by the Structural Engineer and the CHSR **PRIOR** to Demolition Work being conducted.

8.11.	Delivery and Placing of Containers. Park homes etc.
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The PC must ensure compliance with OHS Act, Sec 8 and Cr 22. The items must be placed according to the predetermined positions indicated on the Site layout Diagram. Soil conditions, overhead hazards etc need to be taken into consideration when doing Risk Assessments and developing the required method statements. Only trained competent workers and supervisors may be used to execute and supervise the work operations.

8.12.	DSTI's
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The Daily Safe Task Instruction, DSTI, forms a critical part of the Risk Management process No work may be conducted on site without a valid DSTI signed off by the relevant signatories. Supervisors must have the competency to be able to complete DSTI's correctly and the work area must be inspected at the end of the shift.

DSTI is a pre-start discussion amongst the members of a work team, led by the appointed supervisor, aimed at anticipating hazards and potential risks associated with the activities planned for the day or shift, and ensuring that the necessary control measures are in place to prevent incidents.

At the start of each day or shift, prior to the start of any work, each appointed supervisor must inspect the work area which he is responsible for and ensure that it is safe. He must then conduct a DSTI with his work team specifically concerning the tasks that they will be performing during the day or shift. The relevant SWMS/SWP for the activity must be used as the basis for the discussion. The correct work method must be reiterated, and the identified hazards, risks and control measures must be discussed with the team allowing team members to contribute to the discussion.

Any team member arriving late must first be taken through the information that was discussed prior to his arrival before being permitted to start working. If the work method changes or scope changes after activities have already begun, the DSTI must be revisited and updated with the team, and the changes must be signed off by the relevant CHSO.

Every member of the work team must sign the DSTI attendance register. The attendance records must be kept and maintained in the contractor's SSHSF.

8.13.	Electrical connections
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The PC must implement and comply with OH&S Act, Electrical Installation Regulations and Construction Reg 24. All electrical installations must be carried out by an appointed and qualified certified Electrical Installation Electrician. A Certificate of Compliance (COC) must be issued and kept on the SSHSF. Temporary Electrical Installations must be inspected on a weekly basis and recorded in an appropriate register, which must be kept in the SSHSF.

8.14.	Emergency drills and evacuations and Procedures
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The PC must develop, implement, test, and maintain an Emergency Response Plan, incorporating emergency evacuation procedures that focuses specifically on the contractor's team and work activities. The plan must be risk-based and must detail the procedures that must be followed when responding to all potential emergency scenarios such as a medical emergency including first aid response, a fire, an explosion, a hazardous substance spill, rescue from height, rescue from a confined space, etc.

Consideration must be given to the procedures of other occupants on the premises and their emergency procedures to ensure that in the event of an emergency that the PC's Emergency procedure does not hinder or clash with their procedures. Details of any arrangements with external emergency response service providers must be included.

The plan must be adequately resourced to ensure effective implementation. These resources must include appropriate personnel, external emergency response service providers, emergency response equipment, and warning devices. All equipment and warning devices must be identified, maintained, and tested to always ensure availability.

An Emergency Response Team (ERT) responsible for the implementation, management and execution of the Emergency Response Plan must be established. The roles and responsibilities of each team member must be clearly defined in the plan. Each team member must receive appropriate training to ensure that each role is performed competently.

The process for managing incident communication, notification, and reporting must be incorporated into the Emergency Response Plan. The responsible person(s) must be clearly identified, and the protocols for communicating with internal and external stakeholders must be defined.

At project work site:

- A suitable evacuation alarm (siren) must be provided. All persons working in an area where an evacuation alarm is sounded must respond to it immediately.
- Suitable fire-fighting equipment must be provided and maintained, and personnel must be trained in fire-fighting procedures and the use of fire-fighting equipment.
- Suitable first aid equipment and supplies must be provided and maintained, and an adequate number of appropriately trained First Aiders with kits must be in place.
- Emergency assembly points positioned in safe locations away from containers, plant and equipment must be designated and conspicuously signposted. In the event of an evacuation, all persons, personnel, and Visitors, must assemble and be accounted for at these emergency assembly points.
- All personnel must receive awareness training on the applicable emergency response procedures, and all Visitors entering the site must be properly instructed in these procedures as part of their induction training.
- The emergency response procedures must be displayed on notice boards.
- A Site Layout Plan indicating evacuation routes, emergency assembly point locations, and the positioning of emergency equipment (fire extinguishers, first aid boxes, etc.) must be prominently displayed in all offices, boardrooms, notice boards, and in other locations on the site as may be required.
- An up-to-date list of emergency telephone numbers must be compiled and maintained. A copy of this list must be posted at each site entrance, in each office, and notice board.
- Emergency response drills must be conducted to test the effectiveness of the emergency procedures and equipment, as well as the knowledge and proficiency of the response personnel. Where appropriate, drills must include liaison with and the involvement of external emergency response service providers. A variety of emergency scenarios must be tested including, but not limited to, medical emergencies, fires, rescues, and hazardous substance spills. A drill must be carried out one month after site establishment and six-monthly thereafter. Each drill must be monitored, and the outcomes (highlights and shortcomings) must be documented. Corrective actions must be identified and implemented to address the shortcomings, and the Emergency Response Plan and associated procedures must be amended as required.

8.15.	Environmental Management
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The PC must take all precautionary steps to prevent any pollution because of his activities. Matters such as waste disposal, cement run-off, not permitting vehicles leaking oil and fuel on site, not permitting disposal of water used for cleaning paintbrushes into normal wastewater disposal lines, not permitting the burning of materials etc must be addressed in his Environmental Management Plan.

Workers must be familiarised with the contents of the Environmental Management Plan as part of the Induction. The PC's Environmental Management Plan must be submitted with his SSHSP for approval.

8.16.	Edge Protection
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Persons falling over open edges can result in severe injuries. The PC's responsible person must ensure that edge protection forms part of the Fall Protection Plan. Edge protection must be able to withstand

the load imposed of an average worker's weight should the worker lean against such edge protection. All edges which pose a fall risk to persons must be protected. Barricading tape or snow netting is not deemed as suitable edge protection and may only be used to highlight such edges.

Activities, which may create temporary open edges such as the removal of drain covers must be always supervised whilst open or be cordoned off with temporary suitable barricading.

8.17.	Excavations
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The PC must implement and comply with Construction Regulation 13 OH&S Act - General Safety Regulation 13. All excavation work must be conducted under the Supervision of an appointed competent person. Excavations must be fitted with barricading which will be able to withstand the load of the weight of an average worker should he lean or accidentally fall against such barricading. Barricading must be constructed to provide access points for workers to enter and exit and the removal of excavated material without leaving other sections of the excavation exposed.

When excavations are necessary across roadways or pathways where necessary, "Detour" notices and detour routes must be provided. Should such Detours have a negative impact on other occupants of the premises the execution of the excavations plus the implementation of detour routes must be communicated to the responsible person for the other occupants of the premises at least 7 working days prior to such excavation work taking place.

Warning signs and flashing warning lights at night must be provided in suitable positions to warn any persons approaching the area of the location and extent of any excavation should such excavations be accessible by other occupants or members of the public. Where the possibility exists of unknown hidden services where excavations are conducted, such risks must be communicated and the required risk reduction measures implemented such as the digging of pilot holes, use of detection equipment and insulated tools.

All excavations must be on register, inspected daily before commencement of work, after inclement weather, certified safe, and recorded accordingly in the appropriate register. No loose material may be stored within 1 meter from the edge of the excavation and more than 45 degrees to the angle of repose.

8.18.	Extreme weather conditions
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Adverse weather conditions can lead to loss of life and damage to structures and plant. The PC must develop an emergency plan which stipulates measures how to mitigate the impact such weather conditions can have. The Contractors' Emergency Plan must include procedures to be followed for adverse weather conditions such as high winds, Lightning, Flooding etc. Response measures must be communicated to the appropriate Supervisory Staff including materials required such as ropes, shutter board etc.

In the event of impending adverse weather or other conditions, Emergency response Staff and Supervisory Staff must be made aware of the impending weather conditions and the possible need to implement the required response measures.

8.19.	Fall Protection Plan and Planner
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to comply with OHS Act, Sec 8 and CR10. When there is a risk of falling off, into or over a risk assessment must be carried out regardless of the potential fall distance. The PC shall appoint a competent Fall Protection Planner. The Fall Protection Planner shall have the following minimum qualifications:

- Fall Arrest Course (Accredited to SAQA Unit Standard 229998)
- Fall Protection Planner (Accredited to SAQA Unit Standard 229994)

An appropriate, project specific FPP, developed by the appointed competent appointed Fall Prevention Planner must be developed, and submitted as an annexure to the SSHSP when submitting the SSHSP for approval by the CHSR. The following aspects as a minimum must be included in the FPP:

- Risk Assessment identifying areas where a Fall Risk may exist as well as the required mitigating measures e.g., Signage, Edge Protection, Hard Barricading etc.
- Permit system for working at heights.
- Prevention measures for falling tools or equipment, and persons, and link to emergency plan regarding rescue.

8.20.	First Aid Boxes and Equipment
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The PC to comply with GSR 3. The contractor shall ensure that enough competent First Aiders is appointed and present on site. All First aiders must have a level 2 First Aid certificate. Where Sub-Contractors are appointed, they need to comply with GSR 3 and have trained, competent First Aiders on site. If they do not have trained competent First aiders, they may enter into a First Aid Agreement with the PC to provide such services, subject to the PC having enough First Aiders on site as well as First Aid Equipment. The written agreement entered with Sub-Contractors must be kept on the PC as well as the Sub-Contractors SSHSF.

Adequately maintained First Aid equipment compliant with Statutory Safety Regulations must be available on site. The contents of First Aider kit must always comply with minimum amount as per Annexure to GSR. Records of First Aid Treatment administered must be kept in an appropriate register.

The Location of the First Aid facilities must be indicated with the required SABS approved Symbolic Safety Signage posted at the entrances to such facilities. The name of the First Aider must be displayed in addition to Symbolic Safety Signage.

8.21.	Fire Extinguishers, Precautions and Fighting
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The PC must ensure that the location of fixed Fire Extinguishing Equipment is indicated on his Site Layout plan and in his Emergency Plan. The procedure to be followed in the event of a fire must be translated into the languages of all workers on site, posted on notice boards, communicated to workers and records kept of such communication.

All work involving the generation of a Fire Risk may only be executed upon the issue of a Hot Work permit, which include the presence of Fire Extinguishing equipment and checking for smouldering materials.

Fire precautions on construction sites in addition to the requirements of CR 29 must include Good Housekeeping, the keeping of minimum amounts of Flammable liquids etc. SABS compliant signage such as "No Smoking" "No Naked Flames" etc. posted where appropriate.

Sufficiently trained persons such as Supervisors need to be available on site to be able to perform fire-extinguishing exercises and use equipment correctly. Persons involved with activities such as welding, grinding etc. must be able to perform fire-extinguishing exercises when required.

All Fire extinguishing Equipment must be serviced annually, numbered, on register and inspected by a trained competent person at least every six months. All fire extinguishing equipment which has been discharged or damaged in any way must be sent off site and be attended to by a SABS accredited Service Agent.

8.22.	Fuel and Flammable liquids
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The PC must ensure compliance with OH&S Act - General Safety Regulation 9 and Temporary Storage of Flammable liquids on Construction Sites, Construction Regulation Reg.25.

Storage areas must be provided with a bund wall to contain 110% of the maximum volume of the container/s stored in the area. Drip trays of sufficient size must be provided at tap off points.

Storage Containers must be clearly marked with a "Flammable Liquid, No Smoking & No naked Flame" signs, be clearly marked to indicate contents of the tank and bonded to prevent static electricity sparks being generated. An adequate numbers of dry chemical fire extinguishers, each with a minimum capacity of 4.5kg, must be provided,

Before any fuel driven plant or equipment is refuelled, it must be switched off, and no refuelling may take place where machinery is kept running. Refuelling must take place at designated safe areas and appropriate warning signs installed.

The Contractor must ensure that storage areas must be designated at a safe distance from other buildings. It must be kept free from all combustible materials and must be constructed from brick/ mortar/steel, no timber or similar combustible materials may be used.

The following SABS compliant Symbolic Safety Signage need to be displayed: "No Smoking" and "No Naked Flames", Fire extinguisher and Location signs.

8.23.	General Record Keeping
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The PC and Sub contractors must keep and maintain Health and Safety records to demonstrate compliance with the Clients SSHSS, OHS Act, Act 85 of 1993 and the Construction Regulations of 2014. The PC must ensure that records of all incidents/accidents, training, inspections, audits etc. are kept in the SSHSF held in the Site Office.

THE SSHSF must always be present on site. The PC must ensure that every sub-contractor opens and maintains his own SSHSF under the control of the PC's responsible person.

8.24.	Hand Tools
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Hand Tools and its use can contribute to accidents and incidents. The PC must ensure that all Hand Tools brought onto and used on site are safe for use. Hand tools must be inspected by an appointed competent person at least once a month and the results of such inspections to be recorded on an

appropriate register. If hand tools are found to be unsafe, it needs to be removed, tagged unsafe for use and removed from site.

No Makeshift hand tools may be brought onto and used on site. If found such hand tools must be removed from site with immediate effect and/or disposed of.

8.25.	Hazardous Chemical Substances (HCS)
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The PC must comply with the Hazardous Chemical Substances Regulations as published in Government Notice No. R. 1179 dated 25 August 1995 and amendments thereto. No HCS may be permitted to be brought on site without a MSDS. The PC must ensure that all the necessary use and storage precautions are taken and that the required safety equipment, first aid measures etc is available.

All employees required to use HCS, or products containing Hazardous Chemical Substances must be adequately and comprehensively trained with regards to the requirements of the Hazardous Chemical Substances Regulations including the potential sources of exposure and the potential risks to their health caused by exposure.

MSDS's for all Hazardous Chemical Substances must be kept on site in the SSHSF and recorded in a HCS Register.

8.26.	Hazard Identification and Risk Assessment (HIRA)
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The PC must comply with Sec 8 of the Act and CR 9 by allowing for and ensuring that Site-Specific HIRA's are conducted by an Appointed Competent Person. Supervisory staff must be equipped with the required skills to do HIRA's.

The purpose of a RA is to firstly identify main activities which form part of the construction process, then its sub activities, then the hazards associated with the sub-activities, the risks associated with the sub-activity hazards, then determining the Pure Risk level by using a risk matrix, propose risk reduction/control measures and then re-evaluating the effect such risk reduction/control measures have had on the risk level once again using a risk matrix to calculate the Residual Risk Rating, which must be as low as reasonably practicable (ALARP) and finally communicating the hazards, residual risks, risk reduction/control measures etc to the workforce. In the form of a SWMS/ SWP.

Please refer to item 9 at the beginning of this document for details regarding the submission of Risk Assessments and the approval process.

The PC and its appointed competent person will be responsible for the evaluation and approval of HIRA's developed by their appointed Sub-Contractors. If at the time of an Audit or any other time being present on site, it is found that HIRA's and/or SWMS/SWP used by Sub-Contractors are of a sub-standard level the CHSR will issue instructions to cease work which is applicable to such sub- standard RA's and/or SWMS until amended to a satisfactory level.

The PC must ensure that all persons who could be negatively affected by hazards and risks associated with construction operations are informed and trained according to the hazards and risks and are conversant with the Safe Work Procedures, control measures and other related rules.

If the CHSR identifies alternative hazardous activities or risks for which a Risk Assessment was not performed or was not identified as part of a Risk Assessment Process, the PC will be required to

Implement corrective measures before being permitted to continue with work. **It must be noted that although the CHSR may approve RAMS, the responsibility rest with the PC as the employer in terms of Sec 8 of the Act to ensure the correctness of such RAMS and the required mitigation measures etc.**

8.27.	Hazards and Potentially Hazardous Situations
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The PC must immediately notify other Sub-Contractors and/or occupants of the site where work is being conducted of any hazardous or potentially hazardous situations that may arise during performance of construction activities.

Should a hazardous situation require work stoppages, the work must be stopped, and corrective steps taken such as the conducting of new RA's, amending RA's the development of new SWMS, amendment of existing SWMS's, barricading, signage etc.

8.28.	Health and Safety Audits, Monitoring, Reporting and Statistics
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The CHSR shall strive to at least once a month or at closer intervals as determined necessary for the duration of the contract conduct Health and Safety Audits of the work operations. The audit shall be consisting of a detailed audit of physical site activities and administration of Health and Safety. Copies of the audit reports will be forwarded to the Project Leader and the PC within seven working days. Copies of the Audit report must be kept in the SSHSF. The CHSR may at any time visit the site for an Audit without prior notification to the contractor.

The CHSO must conduct monthly Self-Audits including all the sub-contractors on site at the time of the audit as approved at the time of the SSHSP approval. The results of the Self Audits must be made available to all members of the project team at least 7 days before the following progress meeting. At the progress meeting the CHSO must report on his finding and closing out of deviations.

Issues such as injury and incident records e.g., Near misses, First Aid, Medical Cases, and the Disabling Injury Frequency Rates must be included in the audit report. Copies of self-audit reports must be kept in the SSHSF.

8.29.	Health and Safety Disciplinary Procedure
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The PC is responsible for maintaining discipline on site in terms of his employees, sub-contractor employees and visitors. In line with this requirement, the PC will be required to have a documented Disciplinary Procedure, which must be communicated to all persons working on site. Where a breach of a Site Health & Safety Rule or The PC's Safety Procedure is identified, the Contractor must ensure that disciplinary action is initiated against such contravening Persons/s in accordance with the documented procedure. Dependent on the nature of the breach and the nature of such presence on site, the process as outlined below could be used:

- First breach – verbal warning/counselling
- Second breach – written warning/counselling
- Third breach - appropriate disciplinary action taken such as Suspension Without Pay/ Termination of Service, penalties etc.

disciplinary steps taken in terms of OHS such as NCR's issued must be included in the PC's monthly SHE Audit report submitted to the CHSR and other team members.

8.30.	Health and Safety Management Information Notice Board
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The PC must provide a Safety Management Information Notice Boards (SMI boards) as a minimum near the site office and if possible, in other areas e.g., eating and changing areas, with the following information posted:

- Supervisors Photos and Contact details.
- First Aider Photo and Contact detail.
- Valid, completed DSTI/S for the day's activities.
- Emergency Procedure.
- Any other information as required by the CHSR.

8.31.	Health and Safety Organogram
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An organogram outlining the Health and Safety Management Structure as per appointments under the OHS Act and the Regulations must be included in the SSHSP and kept in the SSHSF. The Organogram must also be displayed in the Site Office.

Any changes to the appointments as per the approved Organogram must result in the Organogram being revised. All previous organograms must be kept in the SSHSF and not be discarded. The initials and Surname of appointees. Including the description of their appointment must be reflected on the Organogram.

8.32.	Health and Safety Plan and Submission
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The PC must submit a detailed SSHSP based on this document known as the SSHSS. The contents of the SSHSP can be found under Annexure C of this document. Note must be taken of the required documentation which needs to be submitted as part of the SSHSP.

Failure to submit the required documentation as required by Annexure C, may result in a delay of the SSHSP approval process. When submitting the SSHSP to the Client/or its duly appointed representative the PC's CHSO must contact the CHSR appointed to this project, who's contact details can be found under the heading "Item 5.3: The Project Team" to arrange a sit-down meeting to discuss the PC's SSHSP to work towards approving the SSHSP. **It must be noted that no evaluation or approval of the PC's SSHSP will take place without engaging with the CHSO.**

8.33.	Health and Safety Policy
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The Safety, Health and Environment Policy signed by the Chief Executive Officer must form a part of the SSHSP. The policy must outline Health and Safety objectives and set out how they will be achieved and implemented during construction.

The Policy must in addition to being part of the SSHSP and being kept on the SSHSF also be communicated to all employees, copies of such communication must be kept on the SSHSF. A copy of the Health and Safety Policy but must also be displayed in the Site Office.

8.34.**Health and Safety Training**

The PC must ensure that all site personnel and Visitors attend a site-specific health and safety induction training session before starting work or being permitted entrance onto the site.

Employee Induction training must also include training on the risks associated with the works to be executed, method statements (SWP's) and emergency procedures. Visitor Induction training must include items such as site safety and health risks, steps to follow in the event of emergency, restricted areas and on the site and health and safety rules.

A record of attendance reflecting the signature of all training must be kept in the SSHSF. Employees and Visitors must carry proof of induction training whilst being on site, which may be a nametag or sticker, displayed on a hardhat. The PC must ensure that none of his employees, or sub-contractor employees, including transport and delivery Contractors entering the site delivering materials and/or equipment, may proceed to enter the Site or any operations area until they have received all training required under applicable laws and regulations, including, but not limited to, work activity inductions and Site-specific induction etc.

Induction Training is generally valid for 1 year but should the contents of the training previously rendered change then follow up training must be rendered irrespective of the fact that induction training may still be valid.

The PC must prepare and present to all its employees its own Contractors Induction training, explaining the PC's SSHSP, Rules, the obligations imposed by the Occupational Health and Safety Act and Regulations, as well as a Site Specific Induction, which must as a minimum consist of an introductory briefing explaining the nature of the work, the general hazards which may be encountered during the operation, and the particular hazards attached to their own function within the site.

8.35.**Heat Stress and Sun Protection**

The PC must ensure compliance with the OHS Act- Environmental Regulations 2(4). Heat stress can form part of many work activities associated with construction work. Where work is of a physical nature, and/or is conducted in excessive ambient or radiant temperatures the PC must implement measures such as rest breaks, provision of adequate amounts of water, scheduling work to coincide with cooler times during the day such as in the mornings and late in the afternoons.

Workers who are exposed to excessive ambient or radiant temperatures can suffer from a lack of ability to concentrate with resultant injuries becoming a probability.

The PC must ensure that all personnel are protected from excessive sunlight exposure by means of the use of long sleeve shirts, long trousers, brims to safety helmets, UV factored sunscreen and shade structures etc.

8.36.**Housekeeping**

The PC must implement and ensure compliance with the requirements of Construction Reg. 27.

The PC must ensure that all work areas are kept in a neat and tidy state, free of debris and rubbish, at all times. Unless otherwise directed, the PC must dispose of all debris, rubbish, spoil, and hazardous waste off site in a designated and authorised area or facility.

The PC must keep in mind that poor housekeeping does not only contribute to the creation of an unsafe working environment but also a poor image of the project and its management, as well as the department as the client. In the event where housekeeping standards are not maintained or implemented the CHSR may issue instructions to cease, work until housekeeping is of an acceptable standard without the Client entertaining any extension of time claims or costs claims by the PC. **Keeping the site in a neat and orderly condition at all times is the sole responsibility of the PC.**

Regular safety/housekeeping inspections on an at least a weekly basis to ensure maintenance of satisfactory housekeeping standards must be conducted by the PC and the results of each inspection documented and the recorded. Records of such inspections to be kept on the SSHSF for viewing by the CHSR. The PC must ensure that all supervisory staff are made aware of their responsibility to monitor and manage housekeeping in their respective areas of responsibility.

DSTI's must make provisions for the checking that work areas are left in a neat and tidy fashion at the end of each shift. The CHSO must on a random basis after signing off on DSTI's at the end of shifts inspect such work areas to verify that such work areas are left in a neat and tidy condition. Should it be found that DSTI's are not a true reflection of the condition the work area was left in, the Supervisor must be engaged regarding the matter and if it is found to be a repeated situation, disciplinary measures must be implemented.

Waste disposal and general refuse disposal areas must be made available and barricaded off. The PC **MUST** ensure that refuse removal frequencies are in line with waste /refuse generation frequencies. If waste/refuse generation rates increase the removal frequencies must increase, no overflowing waste/refuse disposal areas will be tolerated.

Employees must, as part of the hazard communication process on DSTI's be made aware of the hazards and risks created due to poor housekeeping practises. Incidents of poor housekeeping practises and poor levels of supervisory enforcement of good housekeeping practises must be considered as part of offenses which may require steps to be followed as part of the PC's disciplinary process.

8.37.	Incident and Injury Management
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The PC must implement and ensure compliance with OH&S Act - General Administrative Regulations 6 and 8. This section must be read in conjunction with item 10.1 Accident, Incident Investigation.

The PC must have in position prior to site establishment and have submitted with his SSHSP for approval by CHSR suitable /sufficiently documented accident/ incident reporting system/procedure that is following all applicable statutory requirements.

Any incident or "near miss" involving the PC or its subcontractor's or any third party's personnel, property, plant or equipment, must with immediate effect be verbally reported to the CHSR by the PC's CHSO whether or not injury to personnel or damage to property or equipment resulted from such incident or "near miss". The verbal reporting must be followed within 48 hours by a brief written report stating the known facts and conditions including a preliminary assessment of the most likely consequence potential of the incident in the circumstances, as well as the preventative measures to be

Complemented by the end of the shift. The abovementioned procedure does not exempt the PC from providing accident reports required by Statutory Authorities.

In the event of any serious incident resulting in a fatality, or permanent disability, the incident scene must be left untouched until witnessed by a representative of the SAP. This requirement does not mean that First Aid cannot be administered, or the scene be made safe. In the event where items or equipment have to be moved to assist in removing injured person/s photographs detailing the scene of the accident must be taken if possible before the scene is disturbed preclude immediate first aid being administered and the scene being made safe.

Names and contact details of witnesses to the accident must be taken by the CHSO or a SHE Representative delegated with such responsibility by the CHSO ASAP after arriving at the scene of the accident to assist in the accident investigation procedure.

Failure by the PC's SHE Officer to provide the CHSR with the abovementioned report within the specified timeframe as required will result in the Construction Manager (CR 8.1) being required to submit to the CHSR with a letter indicating the reasons as to the required report not being submitted as well as when the report will be submitted which may not exceed 72 hours from the time of the incident. Failure to comply with the abovementioned requirements at the discretion of the CHSR may result in instructions to cease work being issued until the detailed report as required has been submitted.

In the event where an injury has taken place such injury must be managed by ensuring that appropriate medical treatment is provided to ensure that the injured person has the opportunity as far as is reasonably practicable taking the injuries sustained into consideration to return to a level of good medical fitness and be able to resume his normal day to day activities whatever they may be.

The PC must ensure that suitably qualified medical persons/practitioners must treat all injured persons.

8.38.	Induction Training
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Each employee and person wishing to enter the site must attend all mandatory Health and Safety Induction Training applicable to the project. No employee or visitor will be permitted to enter any project work site until he has attended this training. Each employee and visitor must carry proof that he has completed the induction training and may be removed from site if such proof cannot be produced on request.

All visitors must receive a visitor induction briefing before entering any project work site. However, this induction does not permit a visitor to enter a site unescorted. Visitors must be always accompanied by an appropriately senior employee who has been fully inducted.

NOTE: Both the Construction Work Manager (CR 8.1) and the Construction Work Supervisor (CR 8.7) are required to attend all HSE training sessions communicated on site. They must also sign all training attendance registers as proof of attendance for each HSE training session conducted on site.

8.39.	Ladders, Portable
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The PC must comply with OH&S Act - General Safety Regulation 13A. PC to ensure that:

- All ladders used on the site is constructed and used in compliance with the OH&S Act and Regulations.

- Ladders, which provide access to a working platform, must extend at least one meter above the platform where it provides access, and is secured to prevent slipping.
- Timber ladders must not be painted other than with clear preserving oils, clear varnishes etc.
- Damaged ladders must be removed from the work area, tagged unsafe and removed from site.
- All ladders must be tagged with a clearly visible tag or numbered which is recommended to be positioned below the second rung from the top, logged in a register and inspected by a competent person.
- All portable ladders when in use must be held by an assistant or properly tied down.
- All persons using ladders must be trained in the correct, safe use of ladders.

8.40.	Lighting
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The PC must implement and comply with OH&S Act – Environmental Regulations, Schedule E of the Regulation.

The PC must ensure where natural lighting is inadequate to provide workers with a safe working environment. Lighting issues must be addressed by providing artificial lighting in all work areas and walkways.

Portable lights must be of a robust construction have adequate stability and be fitted with a mechanical guard to protect the lamp. No makeshift lights such as overhead florescent tube type of lighting may be positioned on floors or leaned against walls. Cables and plugs must be in a good condition and properly routed, preferably overhead to prevent tripping hazards.

Where work activities include wet processes cables and lights must be suitable to be used in such in wet environments. All lighting must be electrically safe for use in terms of their construction, cables etc.

It must be kept in mind that where lighting is of the “plug in” and “Plug out” type it is classified as Portable Electrical Equipment and must be accordingly numbered, inspected, and recorded on a Portable Electrical Equipment Register.

In the event where night work will be conducted Illumination checks must be performed to ensure conformance to minimum lighting requirements and the provision of emergency lighting must be addressed in the event of power failures.

8.41.	Manual handling of materials
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The PC must ensure that no employees are required or permitted to lift or move by hand any object that is likely to create a risk of injuries being sustained by such employees. The shape weight etc of the items to be lifted must be considered and where required issues such as training in correct lifting methods, use of PPE use of alternative lifting methodologies must be considered.

Any handling or lifting task that can only be done manually must be planned and rehearsed before the task is done. If more than one person is involved in a task a communication procedure must be agreed in advance. Lowering the load must be done in a controlled manner. Dropping a load is dangerous and must be avoided.

● a guideline 25 kg is the limit of what a person can safely handle. Where there are loads exceeding 25 kg the risk of handling the load must be mitigated to assure minimal potential for any injury.

When mechanical lifting aids are provided, they should be used.

Extra care should be taken when lifting awkwardly shaped objects.

Position the feet correctly. The feet should be placed hip-width apart to provide a large base. One foot should be put forward and to the side of the object, which gives better balance.

Bend or 'unlock' the knees and crouch to the load. The weight will then be safely taken down the spine and the strong leg muscles will do the work.

Get a firm grip. The roots of the fingers and the palm of the hand should grip the load. This keeps the load under control and permits it to be distributed more evenly.

The following should be considered with conducting the Risk Assessment with regards Manual Handling and take into consideration the task factors, physical demands and tools involved in the task:

- Load weight / frequency.
- Hand distance from lower back.
- Asymmetrical trunk / load.
- Postural constraints.
- Grip on the load.
- Floor surface.
- Environmental factors.
- Carry distance.
- Obstacles in route the load must be carried.

Team Manual Handling:

- Load weight.
- Hand distance from lower back.
- Vertical lift region.
- Trunk twisting / sideways bending.
- Postural constraints.
- Grip on the load.
- Floor surface.
- Environmental factors.
- Communication, co-ordination, and control.

8.42.	Maintenance
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All equipment and structures on site, whether it is fixed or temporary must be maintained at intervals no longer than that recommended by the manufacturer, under a planned maintenance system to ensure the safety of personnel who are responsible for operating or using the equipment.

Proof of all current tests and maintenance certificates relating to cranes, lifting beams, pulley blocks, lifting gear and slings must be kept on site in the SSHSF and be available for inspection by any person authorized to do so.

8.43.	Medical Fitness/ Fitness for work
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The PC must ensure compliance with CR 7(1) (g) and that all his personnel as well as those of Sub-Contractors appointed by him are healthy and medically fit for their respective assignments and keep proof of such medical fitness on the SSHSF. The PC must ensure that all persons required to have a certificate of medical fitness must be in possession of such certificates prior to being permitted to assume their duties on site. Should employees be found on site without a valid medical fitness certificate at the time of the CHSR conducting an audit, such employee must be removed from site and the CHSR may at his discretion issue instructions to cease work.

All medicals to include the Annexure 3 form as per the Construction Regulations 2014 signed and stamped by the occupational medical practitioner. The PC must ensure that only suitably qualified occupational health practitioners' issue medical certificates.

Should a worker's scope of work change, or he be required to work outside the scope of work for which his medical certificate has been issued, he may not be permitted to do such work until an updated medical fitness certificate has been issued.

The PC must develop and implement a programme to manage employee fitness for work for all employees working on the project. Working hours must be managed in compliance with applicable legislation. An exit medical from a previous project or site must not be deemed as a valid medical.

The medical examinations carried out for all drivers and operators must include testing and assessment for medical conditions that could affect the safe operation of vehicles or equipment. Specific testing and questioning must be carried out to determine if an individual:

- Suffers from epilepsy or any other medical condition deemed to be a risk by the occupational medical practitioner.
- Makes use of chronic medication that could affect performance
- Is colour-blind.
- Has poor day or night vision.

The medical examinations carried out for employees that are required to work at height must include testing and questioning to determine if an individual suffers from epilepsy, hypertension (high blood pressure) or any other medical condition deemed to be a risk (with regard to working at height) by the occupational medical practitioner.

8.44.	Method Statements, Safety (SMS)/ Safe work procedures (SWP)
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SMS's/SWP must be in line with the associated Risk Assessments. The SMS's/SWP's must detail in a step- by- step and methodical manner on how the task is to be done from beginning to the end and must indicate what tools/equipment will be used at each stage and/or how the work area is to be accessed. The Task Items listed in the SMS's/SWP must tie up exactly with the task items being assessed in the Risk Assessment document.

Acceptance of a SMS by the CHSR does not relieve the PC of his responsibility for ensuring full compliance with SSHSS and any applicable legislation.

8.45.	Noise
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The PC must implement and comply with OH&S Act - Environmental Regulation 7 and the Noise Induced Hearing Loss (NIHL) 2003 Regulations.

The PC must meet statutory requirements on limitation of noise emitted by machines and equipment. When personnel are required to operate such equipment, noise level exposure at the operator position must not exceed an equivalent level of 85-dB (A) or more during normal working conditions without the required mitigating measures being implemented.

Employees working in the vicinity must not be subjected to an equivalent continuous level of 85-dB (A) during normal operating conditions. The PC must comply with time periods and PPE requirements where applicable.

Consideration must be taken of the fact that the sound level at any works/site boundary caused by mobile equipment must not exceed the night-time background level pre-existing the operation of the equipment. **At no time must the noise emission of the equipment or activities cause the sound level at the nearest residence, School classes or adjacent structure to exceed 40-dB (A).**

Sound levels must be measured in accordance with SANS 10083, with due allowance being made for tonal or impulsive components. A plot plan of project or plant must be drawn up to identify the measuring points with date, time, and frequency duration of measurement.

Symbolic safety signs, warning employees and visitors regarding the hazard of noise in the area, shall be erected at all entrances to the area and in a position where it must be clearly visible.

8.46.	Notices
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If the PC receives any notice issued by any relevant Government Authority concerning Health and Safety, he must immediately upon receipt of such notice comply with the requirements of such notice. The PC must provide the CHSR with copies of any such notices, correspondence or directions of whatsoever nature issued by the abovementioned Government Authority concerning Health and Safety within 2 hours of the dispatch and/or receipt of such notice, correspondence, or direction.

8.47.	Notification of Construction Work/ Construction Permit
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Notification of Construction Work

The PC must submit an Annexure 2, "Notification of Intention to Commence Construction Work" to the closest Department of Labour office, have it stamped and provide the CHSR with a copy. A copy must be kept on the SSHSF for inspection purposes. Submitting a copy to the CHSR does not constitute permission to proceed with construction work.

Should construction work extend past the completion date reflected on the submitted Annexure A, the PC must inform Department of Labour accordingly and file the amended Annexure A on the SSHSF.

It must be noted that no work of any nature may take place on site until permission to proceed with site Handover has been received from the Project Leader after receipt of letter from CHSR.

8.48.	Occupational Hygiene (Personal Hygiene and infectious Disease Management)
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The PC must ensure that its personnel and subcontractor's personnel is able to maintain and maintains high standards of hygiene, personal and in connection with the performance of the work. All work areas must be kept in a clean and tidy state. Waste disposal must be facilitated by providing sufficient waste collection receptacles and the correct disposal frequencies to prevent waste build up.

Employees must be trained on the contents of the Personal Hygiene and Infectious Disease Management Plan which must identify any anticipated hazardous biological agents which may be present in the work environment, trained in measures to protect themselves in terms of personal hygiene and provided with the necessary means to minimise the risk of contracting the harmful effects associated with such hazardous biological agents.

All Resting and Eating areas must be kept in a clean, tidy condition as well as being positioned away from contaminants and hazards. No eating and drinking may take place outside the designated eating or in office areas. Facilities for hand washing must be made easily accessible for persons to wash hands when leaving the construction area and entering the construction site offices.

8.49.	Personal Protective Equipment (PPE)
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The PC must implement and comply with OH&S Act – General Safety Regulation 2. It must be kept in mind that PPE must only be the last resort in addressing risks. All Contractors' personnel on site and visitors, must always use the following minimum personal safety equipment which must be compliant with relevant SABS codes. Each item of PPE supplied for use on the project site(s) must be designed and manufactured in accordance with the relevant South African National Standard, ISO standard, or other recognised international standard.

Visitors (minimum PPE)

- Hard Hat,
- Reflective vest and
- Safety Boots

If required due to on-site risks,

- Eye Protection,
- Hearing Protection,
- Respiratory Protection

No Visitor, regardless of title or position may be permitted to enter the construction site without the minimum PPE which is a Hardhat, Reflective Vest and Safety Boots. Should the CHSR when present on site find any person without the minimum PPE he may issue instructions to cease construction work.

On site Workers

- Suitable protective clothing (Overalls for all employees working on-site)
- Personnel exposed to noise levels exceeding 85dB (A), SANS 11451 approved hearing protection.
- Gloves, (Type appropriate to risks, or recommended by product manufacturers).
- Eye Protection/Face shields, (Appropriate to risks, or recommended by product/equipment manufacturers).
- Leather spats, (Appropriate to risks, or recommended by product/equipment manufacturers).
- Safety harnesses, (Where work is conducted from a Fall Risk Position).

Additional PPE requirements must be determined through hazard identification and risk assessment. This hazard-specific PPE (such as hand protection, hearing protection and respiratory protection) must

worn as required (e.g., when in a certain area, when performing a certain task, or when working with a certain substance).

The correct PPE must always be worn:

- In accordance with site requirements (as indicated at the entrances to a project site and at the entrances to buildings and/ or designated areas on the premises).
- In zoned areas (e.g., noise zones and respirator zones).
- As required by a Safe Work Procedure, a risk assessment, or a Material Safety Data Sheet (MSDS).

PPE must be provided to the employees by the PC and Contractor at no cost to the employee. Due to hygiene risks associated with interchanging PPE Site visitors wishing to gain access to the site must have their own personal PPE.

Should a worker not have the required PPE he may not be permitted to work, Employees must be trained in the correct use and how to take care of PPE. Supervisors need to as part of the Pre-Shift inspections when conducting DSTI's check that employees have the required PPE and that it is in a good condition.

If an item of PPE has worn out, has become damaged, or is found to be defective in any way, it must be replaced by the contractor. Employees must be provided with facilities which enable them to store their PPE e.g., lockers.

Employees who wear prescription spectacles (i.e., require corrective lenses) must make use of either:

- Prescription safety glasses (with permanent fixed side shields) that conform to the requirements of a recognised national or international standard (e.g., CSA, ANSI, or equivalent), or
- Over-spec safety glasses or goggles.

Any person who refuses to wear PPE as required must be removed from the site.

Symbolic signs indicating mandatory PPE requirements must be prominently displayed at the entrances to a project site and at the entrances to buildings and / or designated areas on the premises where additional PPE is required. These signs must comply with SANS 1186.

The PC must ensure the:

- Control the issuing and replacement of PPE.
- Maintenance of a register as proof that items of PPE have been issued to Individuals with signatures of receipt of PPE.
- Keeping of adequate quantities of replacement PPE on site.
- Carrying out of regular inspections to ensure that PPE is being used correctly, is being maintained in a good, serviceable, and hygienic state, and is not being shared between employees.

8.50.

Plant and Machinery

The PC must ensure that he controls **all plant and equipment entering and exiting the site**. Daily monitoring of all plant and equipment is required prior to commencing work, on issue and prior to use. A full list of hired and own plant must be available for inspection at each audit.

All daily inspection records are to be filed in the SSHSF and must not be more than one week behind. Only competent, medically fit plant operators must be permitted to operate plant. Medical certificates of fitness must be filled in the SSHSF. No unauthorized person may be permitted to operate or use plant.

Lifting equipment, plant or material that require annual load testing by an AIA, are to comply with the Driven Machinery Regulations (2015). Operators must be adequately trained and certified to operate mobile cranes or crane trucks. Certificates and registers are to be placed in the SSHSF. Each contractor making use of plant and machinery on the project site must develop, document, and implement SWMS that will ensure the safe use and operation of such equipment.

For all plant and machinery, the following documentation must be kept in the Equipment Profile:

- Test records and certificates.
- Inspection records.
- Maintenance records; and
- Details of any modifications or repairs made.

8.51.	Planned Task Observations
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PLANNED TASK OBSERVATIONS

All contractor and sub-contractor supervisors must perform Planned Task Observations (PTO's) to verify that the control measures that have been identified in SWMS's (and associated Risk Assessments) are being adhered to and are being properly implemented, and to provide guidance where deviations are noted.

Each supervisor must complete at least one PTO per day involving one or more employees in his work team.

When an unsafe act or condition is identified, the Supervisor must coach the work team to correct the act or condition in line with the Safe Work Procedure.

Where valid changes to the work method are identified, the Supervisor must ensure that the SWMS/SWP and Risk Assessment are updated to reflect the current practice.

8.52.	Portable Electrical Tools
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The PC to ensure compliance with EMR 10. PC to ensure safe Portable Electrical Equipment is used on site. The PC is required to inspect/have inspected by an appropriately qualified person all portable electrical equipment as follows:

- Supply cabling distribution boards, fixed lighting, and portable appliances on a monthly basis or more frequently if required by frequency of use.
- Extension leads, welding machines, compressors, pumps, and portable hand- tools on a weekly basis.

All sub-Contractor equipment must be inspected and tested at the same intervals as indicated above. The PC must implement a management system to ensure effective inspection and control over equipment such as a monthly colour coding tagging system. Tagging must be durable and be able to withstand the stressors associated with working in a construction environment.

A record book/register must be kept reflecting the following:

- Item unique number.
- Items inspected.

- Deviations identified.
- Signature Of Inspector.
- Date of inspection.

In addition to the abovementioned, the PC must ensure the following:

- That only trained authorized persons use the Tools.
- That equipment is inspected at the start and end of each shift and included in the DSTI.
- That damaged, unsafe equipment is removed from service, tagged unsafe for use until repaired and returned to service.

8.53.	Public Safety and Security
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Hoarding/Fencing

The PC must hoard/enclose the construction site to prevent unauthorised entry and disruption to the site where required. The hoarding must be as follows:

- The hoarding/ enclosure must be at least **1.8-meter-high** and must enclose the entire parameter of the site.
- It must be constructed of a material, which must be able to prevent unauthorised persons from entering the site such as welded mesh/ diamond mesh and 80% shade cloth.
- A Lockable gate must be at least 1.8 meters in height as well a security staff member to control access.
- Hoarding parameters must be as per project's decanting plan.

Warning / informative signs

The entrance of the site must have easily visible construction safety warning signs posted which must contain as a minimum of the following information:

- Construction activities ahead/ Construction Site.
- No unauthorised entry.
- Different Types of Personal Protective Equipment required for the site as per risk assessments.
- Speed limit (10 km/h), unless otherwise stipulated.
- Visitors to report to the site office.
- Where applicable the Construction Permit Number issued by DEL.

Appropriate warning signs must also be posted in different locations of the site to create awareness of danger e.g., demolition in progress sign, required PPE and deep excavations signs etc.

Informative signs indicating the Emergency Assembly Point/s, location of fire extinguishing equipment and first aid equipment must be displayed where required.

Location of site office

The location of the site office should be in an area that will not require visitors to pass through or enter areas where construction work is active and will not require the re-location of the office as the project progresses. The location of the site office must be included in the Site Layout Plan submitted with the SSHSP.

8.54.	Risk Assessment of Plant and Equipment
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The Pc must ensure that Risk assessments of plant and equipment is undertaken and documented before arrival at site, after major service, after modification, and before use in an unusual operating mode or conditions. The RA's must be undertaken by a suitably qualified and experienced person.

RA's for equipment mobilising to Site must be conducted prior to the equipment arriving on Site, and must consider, where applicable, potential for entanglement in moving parts, crushing or striking by moving or falling objects, cutting or stabbing by sharp objects, high pressure fluids, electrical shock or burns, burns from hot or cold surfaces, slips, trips and falls, ergonomic design of access and egress, seating, vibration, noise, exhaust fumes, etc.

The identification of hazards should consider normal operations, abnormal or unusual operations, breakdowns, and servicing operations. Particular attention must be given to fall protection attachment points when there is a requirement to work where a fall risk exists for activities such as repairs to equipment due to breakdowns. Where repairs to earthmoving equipment must take place on site the risk assessments must include provisions to deal with oil, diesel, and coolant spillages.

The PC must maintain all Plant and Equipment in good order and condition. Where equipment becomes inoperable due to breakdowns or other reasons and is being replaced by other equipment the same RA' requirements will be applicable to such replacement equipment.

The CHSR may inspect items of plant or equipment brought to site by the PC for use on site. Should the CHSR deem that it is inadequate, faulty, unsafe or in any other way unsuitable for the safe and satisfactory execution of the work for which it is intended, he must advise the Contractor in writing and the Contractor must forthwith remove or have repaired the item from the site and replace it with a safe and adequate substitute which does not entitle the PC to any additional claims or extension of time in respect of delays caused by the CHSR's instructions.

8.55.	Roof Work
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The PC must ensure compliance with OH&S Act - General Safety Regulation 10. Safe access for gaining access on to roofs must be provided which can be ladders, scaffolding, man-cages, or elevated work platforms. Man-cages and elevated work platforms may only be used where scaffolding, and ladders is not suitable.

A lifeline, consisting of a steel wire rope, the diameter which has been calculated to suit the span and the number of persons attached to it must be erected on the ridge of the structure including the use of a mechanical device, e.g., turnbuckle, for tensioning the wire rope.

The lifeline to be erected/installed, must be recorded on register, and checked daily by a suitably qualified, competent, appointed person. Employees working on the roof must be clipped onto the lifeline via their safety harnesses. No work may be permitted during rain or windy conditions more than 30 kph.

Roof structures must not be overloaded with bundles of roofing materials. Only bundles for immediate use must be stacked onto the roof structure. Bundles must be sufficiently secured to the structure to prevent it from being blown away or falling off. No materials may be permitted to be stored on the roof structure over weekends or holidays.

8.56.	Safety meetings: Pre-start, Review etc.
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The PC must ensure compliance with OH&S Act, Section 19. Weekly Toolbox meetings must be conducted with employees. Topics for Toolbox Meetings must be pertinent to the site, equipment used, activities performed, SHE committee resolutions. Records of contents of Toolbox Meetings as well as attendance records must be kept on the SSHSF.

The PC must conduct at least one formal Health and Safety Meeting per month or at shorter intervals if required by the CHSR. Safety Representative Inspection reports contents must be discussed in addition to items such as Safety Statistics for the Month, PPE Issues, training requirements, CHSR Audit reports and results etc.

Daily Safe Task Instructions (DSTI) briefings must take place with each work team before the start of each shift. Hazards and risks as well as the required risk reduction measures must be communicated to workers. The Supervisor, CHSO and workers must sign the DSTI before work commences. At the end of the shift after the required close out check and signing, the DSTI's must be signed off and filed.

Weekly Safety Review Meetings of all safety related aspects of the week must be conducted. OHS must be a standing item on Planning and Progress Meeting Agenda's and attended by the CHSO.

8.57.	SHE Representatives and Committees
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The PC and Sub-Contractors to comply with Section 16 and 17 of the Act by allowing for and ensuring that Health and Safety Representative(s) whom, after consultation, have been appointed and trained to carry out their functions.

The appointments must be in writing and the Health and Safety Representative must carry out regular inspections, keep records and report all findings to the CHSO. The CHSO must co-ordinate at least monthly H&S Committee meetings and attend all H&S committee meetings held by the Contractors. The CHSO shall further ensure that H&S is discussed at all internal production or progress meetings. Issues arising from the H&S committee meetings are to be discussed at internal meetings, as well as all H&S related issues, incidents, non-conformances, and penalties issued (if applicable).

Feedback to the CHS committee and close out of findings is imperative. Minutes of meetings must be kept for all H&S interventions and meetings. Minutes of meetings must be filed on the SSHSF.

8.58.	CHSO Roles and Responsibilities
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The PC must ensure that the CHSO performs the following duties:

- Assist and co-ordinate the development of the SSHSP.
- Attend Project Planning Meetings.
- Assessment and approval of Sub-Contractors SSHSP's.
- Facilitation of Site HS Meetings.
- Identification of Hazards and risks relevant to the construction project through regular co-ordinated site inspections.
- Establish and maintain HS communication structures, systems, and distribution of HS specific documents to sub-contractors, compiling of project specific emergency preparedness documentation and supervising testing and evaluation of emergency preparedness plans.
- Conducting of induction training sessions.
- Evaluation of compliance by sub-contractors to project specific HS Plans and Client specification through inspections and audits.
- Overseeing the reporting and investigation of project related incidents.
- Overseeing the maintenance of all HS related records.
- Participation in management reviews of HS Systems.

- Draft and analysis of trend analysis to identify system deficiencies and incident trends, outline relevant improvements and incorporate changes into the HS management system.
- Reviewing and updating the SHE Plan.
- Ensuring that all staff, visitors, sub-contractors etc comply with the site rules and procedures.
- Ensure that no new workers or Contractors commences work without prior approval of their SSHSP or any other documentation as per required applicable legislative documentation.
- Ensuring that no work will be permitted to be performed without a valid RA and where required Method Statement as agreed with CHSR until such documentation has been approved by the CHSR.
- Any other duties as agreed between Construction Manager and/ or CHSR.

The CHSO may not be removed or replaced without the approval of the CHSR, nor may the site be left unattended for more than 1 day without adequate, competent cover.

8.59.	Signage
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The PC must ensure that signage is posted on site as per site risks, legislative requirements e.g., General Safety Regulations or SANS, prohibiting entrance, specifying PPE requirements, location of First Aid Station and Fire Fighting Equipment etc. Signage must be noted on the site layout plan indicating where fixed/temporary signage is required.

Temporary electrical signage is to be included for the temporary electrical supplies. All rules or signage provided by the PC must to be adhered to. Where possible wording on signage must be in English and isiZulu.

8.60.	Site Clearance
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Site Clearance activities will vary depending on the condition of the site in terms of it being overgrown, if trees must be removed if redundant materials must be removed from site etc. All site clearance activities irrespective of what it entails must be conducted under supervision and subjected to the Risk Assessment Process as well as the development of SMS's (SWP's).

Where the site is overgrown with vegetation, RA's must make provisions for the presence of snakes, poisonous vegetation, sharp objects, open trenches and excavations and insects. All tools, equipment vehicles and machinery must be in a safe working condition and operated by trained competent persons. Employees must be provided with the required PPE.

8.61.	Site Establishment
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Site establishment can only be deemed complete when the site is enclosed, signage is posted, welfare facilities have been provided, containers have been placed etc. Upon site establishment being deemed as complete the PC must refer to the "Site Establishment Checklist" under item 12.6.1 which can be found under Annexures at the end of this document. Only once all items have been ticked as being present/completed can the PC proceed with other construction activities.

The checklist as indicated above must be signed by the CHSO and the CR8.1/CR8.7 and submitted to the CHSR. Should the CHSR upon conducting a site visit/audit and find that site establishment was not completed before commencing with other construction activities the CHSR may issue instructions to cease construction work until all outstanding items have been attended to.

The PC must ensure that a Site Layout Plan is developed and submitted with the SSHSP as indicated in Annexure C of this document. This document must indicate items such as Location of the Site Office, Laydown areas, Location of welfare facilities, Traffic routes, location of first aid and emergency equipment etc. After Site establishment and as the project progresses the plan must be updated if required and a copy provided to the CHSR. The Location Plan must be displayed at the entrance to the site as well as at the site office.

The PC must provide and ensure implementation and compliance with the following Site-Specific Health and Safety Rules and requirements:

- Safe Access and Egress to be provided to and from work areas.
- Good Housekeeping and Stacking Practices to be implemented and always maintained.
- Continuous cleaning to take place especially at the end of the shift and be recorded in DSTI "close out" Section.
- Safe and orderly routing of electrical cables and air hoses to prevent tripping of persons must be always enforced.
- Rigging Studies must be conducted for all heavy and/or difficult lifts.
- No lifting of loads in windy conditions exceeding 30 km/h depending on RA, Rigging Study, dimensions and weight of the load and lifting capability of the crane.
- Prohibition of certain activities in wet conditions e.g. un-shored excavations, use of portable electrical equipment, elevated work, roof work etc.
- Employees may not be transported on the back of a bakkie and or truck, unless fitted with a canopy and separated by means of a barrier from tools and equipment.
- All elevated work must include compulsory use of Lifelines (unless secured to an approved fixing point), Safety Harnesses & Fall Arrestors including a height rescue system and training of rescuers. To comply with SABS-EN –353-355,358,360-365,795,813&SABS033, 1833, 341,564-567,892,1891,12277 and 4878 -Fall Right SA standards or equivalent - always attached in elevated positions and use of double lanyards.
- Scaffolding must comply with SANS 10085 standards. Scaffold inspectors and Erectors may not be the same person. Access ladders must be erected on the inside of frames, staggered every 2 meters with a safe landing platform. Trapdoors must be provided on working platform. Scaffold must remain tagged "Unsafe for use" until certified "Safe for use". If modified to be re-tagged "Unsafe for use: until certified 'Safe for use'".
- Where required workbenches must be provided for onsite work.
- Barricading must be able to sustain loads imposed on it, should a fully grown person fall against it or lean against it, solid frame covered with orange netting to highlight presence.
- Tools and equipment used in working at heights to be secured by use of lanyards/Tool belts.
- Minimum PPE required to permit entry onto site: Safety boots, Hard Hat and Reflective Vest.
- When grinding, welding and gas cutting operations take place Shields and extinguishers must be used to contain sparks and control fire spread. Fire watchers to be posted whenever Hot Work is conducted.
- Guide ropes must be used whenever lifting operations are conducted.
- Flagmen must wear reflective vests.
- Heavy mobile plant and earth moving equipment must be fitted with rotating lights and operated with lights on and functional reverse hooters and/back up alarms.
- Concrete buckets to be fitted with safety Chains and opening wheels.

- All portable generators and welding machines with electrical outlet sockets must be fitted with earth leakage switches.
- All electrical items used in wet conditions must be fitted with waterproof caravan type plug fittings.
- No machinery e.g. grinder designed with guards may be operated without guards unless approved by CHSR.
- All Self- Propelled mobile machines must be fitted with Fire Extinguishers, Revolving Lights and Back-up and Reverse Hooters.
- All oxygen –acetylene cylinders must be fitted with Flashback Arrestors and proper, good condition hoses and clamps in a trolley equipped with a fire extinguisher.
- Supervision ratios between Foreman and workers not to exceed 1:15 ratio.
- Staff to always wear appropriate PPE with sufficient replacements to being available.
- All employees on site to carry identification e.g. ID card reflecting the following information:
 - Initials and surname.
 - Designation.
 - Company number.
 - Name of Employer, and
 - Proof of induction, sticker on hardhat unless otherwise agreed with CHSR.

Welfare Facilities to:

- Be protected from environmental conditions such as rain, sun, and wind.
- Tables and Chairs to be provided in eating areas.
- Refuse bins for disposal of food containers and food scraps.
- Hand washing facilities.
- Portable toilets 1:10 ratio.
- Separate male and female toilets with doors that can be locked from the inside.
- Running water, soap, and toilet paper to be always available at toilets.
- All facilities to be always kept in neat hygienic condition.

8.64.	Smoking on site
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The PC may not permit any person to smoke on site unless in designated area, which has clearly been identified by means of signage being posted indicating it as the designated smoking area which has been selected in accordance with applicable legislative requirements. Applicable receptacles must be provided for the disposal of cigarettes butts to ensure good housekeeping standards are maintained and prevent accidental fires being started.

8.65.	Speed Restrictions and Protections
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The maximum speed limit on site shall be limited to 10 km/h unless otherwise agreed upon with the CHSR. Vehicle movement routes on site must be clearly indicated where applicable and indicated on the Site Layout Plan.

Signage to ensure the safe movement of vehicles on site, as well as to ensure the health and safety of all employees and visitors on site, must be displayed in strategic locations.

8.66.	Stacking and Storage of Materials
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The PC must ensure compliance with CR 28 and General Safety Regulations 8. Stacking and Storage must take place under the supervision of an appointed competent person.

Storage areas must be designated, kept neat and under control. Inspections of stacking and storage areas must be done and recorded on a register which must be kept on the SSHSF. Adequate stacking, storage and lay down areas must be provided on site. If unauthorized persons can enter an area where materials are stacked, such area must be barricaded off to prevent access to such area. Stacks should not exceed the height to width ratio of 3:1.

Hazardous chemical substances must be stored in dry storeroom as per the specifications of their material safety data sheets.

No materials may be stored outside the site perimeter, unless agreed to in writing with the CHSR and Project Leader.

8.67.	Structures and Temporary Works
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The Principal Contractor must ensure that the provisions of CR 11 & 12 are adhered to.

A Competent Temporary Works Designer must be appointed as per CR 12(1). All temporary works must be erected under the supervision of the appointed Temporary Works Supervisor who will be responsible to certify that the structure is suitable to withstand the loads imposed on it when concrete is poured. No concrete may be poured until authorised to do so by the Temporary Works Supervisor in writing.

All temporary works structures must be inspected by the Temporary Works Supervisor/s after concrete pouring and thereafter daily until the concrete has cured. Temporary works materials or sections may only be removed or dismantled upon receiving authorisation from the appointed Temporary Works Supervisor in conjunction with the Structural Engineer. Records of all inspections and authorisation to dismantle temporary works materials must be kept in the SSHSF.

8.68.	Sub-Contractors
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All Sub – Contractors shall be responsible for their own Health and Safety on site. The PC shall sign Section 37(2) mandatory agreements with the Sub – Contractors for the works, which stipulate the arrangements and procedures to ensure compliance by the Sub-Contractor and his/ her employees with the requirements of the OHS Act, Act 85 of 1993, CR and the SSHSS.

All subcontractors must have their own SSHSP applicable to the scope of work they will be performing on site, which has been approved in writing by the PC's CHSO. Records of such approval letters must be kept on the PC's as well as the Sub-Contractors SSHSF.

The PC may not permit any Sub-Contractor to start working on site without his SSHSP being approved. The PC's failure to ensure compliance with any of the abovementioned and to monitor Sub – Contractor's compliance on site may be seen as failure by the PC to enforce good SHE Practises, Compliance with the Act, CR and this SSHSS and may result in the CHSR issuing instructions to cease work.

8.69.	Transportation of Workers
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The PC and Sub-Contractors shall not:

- Transport persons together with goods or tools unless there is an appropriate area or section of the vehicle separated/ partitioned off from the area where workers are seated in which to store such goods or tools.
- Transport persons on the back of trucks except if a proper canopy (properly covering the sides and top) has been provided with suitable seating areas.
- Permit workers to stand or sit on the edge of the transporting vehicle.
- Transport workers in light duty vehicle (LDV) unless they are closed / covered and have the correct number of seats for the passengers.
- No driver may transport more than six people on the back of a 1-Ton LDV and more than four passengers on the back of a ½-Ton LDV.
- The driver of any LDV may not permit more than two passengers to occupy the cab of any LDV. Drivers of such vehicles must have a valid driver's license for the code of vehicle being driven by them.

8.70.	Trespassing
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The PC and his employees may not trespass on any land/area outside the limits of the site, as indicated at the time of Site Handover, and must communicate such requirement to his sub-contractors. The PC must ensure that all fences are maintained during the Contract.

The PC and his employees are required to work only in the specified construction areas and access to these areas is only by specified routes. Should access routes change due to work related issues on site such routes with applicable restrictions must be communicated to the employees. Changes in routes must go with the required barricading and signage to prevent unauthorised persons from using such routes to access the site where such routes may enable unauthorised persons from entering the site,

Where changes in routes may have a negative impact on the day-to-day functions of persons other than that of the PC such changes in routes must take place in consultation with such affected parties.

8.71.	Toolbox Talks
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The contractor must prepare a Toolbox Talk on a weekly basis and must share it with all personnel for which the contractor is responsible (including all sub-contractors). Toolbox Talks must address health and safety issues that are relevant to the work performed on the project site and must include information and / or knowledge sharing, lessons learnt from incidents that have occurred, information concerning specific hazards and / or risks and control measures to prevent injury, etc.

Attendance records must be kept and maintained in the contractor's SSHSF.

8.72.	Vehicles and Traffic Management
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The PC must ensure compliance with OHS Act- Construction Regulations 23 and that all vehicles entering the site, moving around on the site, parked on site, and exiting the site does so in a safe manner. In addition to the abovementioned, the following must be adhered to:

- Vehicles parked outside the site area must be parked in such a way as to not obstruct the movement of public vehicles nor put the public in danger in any way.
- Contractor's vehicle drivers must comply with all safety direction and speed signs.
- Drivers must ensure that vehicle loads are properly secured before setting the vehicle in motion.

- The Contractor must only permit the authorized, necessary number of vehicles on site.
- Traffic rules and signs such as speed signs; stop signs must be always obeyed.
- No vehicles may be left with the engine running or the keys in the ignition.
- Warning signage must be posted on the outside of site entrances of the site to make road users aware of vehicles entering or exiting the site.

8.73.	Ventilation
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The PC must implement and comply with OH&S Act - Environmental Regulation 5. Any activity/task, which generates excessive dust such floor sanding, or fumes, such as welding where natural ventilation is not sufficient to ensure the provision of a safe working environment must include the use of an exhaust extraction system. Care must be taken to ensure that outlets of exhaust extraction system do not pose a risk to the health and safety of other persons on or outside the site or contaminate other ventilation system intakes.

8.74.	Vibration
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As far as is reasonably practicable, exposure to vibration must be eliminated. However, if this is not possible, short-term solutions to decrease exposure include:

- Reducing the vibration levels.
- Removing the person from the vibrating equipment / tools.
- Reducing the period that the person works with the vibrating equipment e.g., at least 40 minutes break after 20 minutes working with a machine that vibrates excessively.

To reduce exposure to vibration:

- Consider buying equipment that operates effectively at lower speeds.
- Buy equipment with built-in damping materials.
- Buy lighter tools if they are available - they require less of a grip.
- Maintain the equipment.
- Make sure equipment is balanced and there are no worn parts.
- Use remote controls when they are available.
- Workers must be informed to reduce their grip on the equipment when it is safe. The less time they have their hands on the equipment the better.
- They need to relax their hands during these brief breaks.

8.75.	Visitors to Site
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The PC must ensure that all Visitors to the site are subjected to a site-specific safety induction training session prior to being allowed access to site. Visitors are required to conform to the Site PPE requirements and should arrive at site with the appropriate PPE, with the minimum being safety boots/shoes, hard hat and a vest.

Visitors must not be permitted to roam around on site without being accompanied by a representative of the PC, so as to make them aware of on-site hazards, risks, No-Go areas etc.

8.76.	Waste Management
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The PC must ensure that a Waste Management Plan must be developed which must be submitted with the SSHSP as indicated in Annexure C. It must be kept in mind that a site with areas overflowing with waste creates health hazards, attracts rodents and a poor image of the company.

Sufficient receptacles and designated stored areas must be provided which must be cleared frequently. Consideration must be taken of the types of waste generated and where required waste separation must form part of the Waste Management Plan. Environmentally hazardous waste such as asbestos, empty paint tins, fluorescent light fittings etc must be disposed of in line with applicable legislative requirements.

8.77.	Water Management
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The PC must keep in mind that South Africa is a country with limited water resources. Water may only be obtained on site, as per contract stipulations. The PC may not make unauthorised water connections. Where water is brought onto site by means of water tankers the PC must ensure that the water is suitable for its intended use.

The PC must communicate to all workers the importance of water conservation and management. Run-off water from washing and cleaning activities must be managed in a controlled manner to not create areas where water becomes stagnant contributing to the creation of areas for mosquitos to breed. Run-off water must also not contribute to the creation of slippery surfaces. It is recommended that taps are of the press-button type to reduce water wastage.

No hazardous substances such as paints, oils etc may be disposed of into drains, and sewers.

8.78.	Welding, Grinding, Cutting etc.
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The PC must comply with the requirements of the OHS Act-Construction Regulation 29. The Pc must also ensure the following:

- That all equipment used is in a safe working condition.
- That Hot Work Permits have been issued by the appointed Competent Person.
- That where required the necessary screens have been erected to protect against harmful rays and sparks.
- The presence of close proximity fire extinguishing equipment.
- Dampening down takes place where required.

8.79.	Welfare Facilities
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The PC must implement and comply with Construction Regulation 30. PC to ensure:

- Sufficient chemical ablution facilities on site where connection to existing sewer system is not possible.
- Separate facilities must be provided for males and females with gender signs posted at entrance or on door.
- Ablutions must be serviced weekly as a minimum.
- Safe drinking water must be provided to employees.
- Safe, clean storage areas for workers personal belongings and clothing to be provided.

8.80.	Working at Heights
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The PC must implement and comply with OH&S Act - General Safety Regulation 6 & Construction Regulation 10. Note: The following must be implemented in conjunction with the requirements for Elevated Work and the Fall Protection Plan as covered earlier in this document:

- If personnel are required to work in any area, which is not guarded, which has a fall risk, either above or below ground, fall protection equipment must be provided and utilised by the personnel. Fall protection includes Safety harnesses and double lanyards with the correct hooks, approved lifelines, or other approved means.
- All harnesses must comply with SABS/EN/EC Standards and must be in a "good state", inspected using a comprehensive inspection checklist, and "in-date" as per manufacturing guideline.
- All persons working in a fall risk position, e.g., scaffolding, formwork/false work, support work, roof work, etc. must be trained for working at heights with a minimum of an Accredited Fall Arrest Course compliant to applicable SAQA Unit Standards.
- The supervisor of the work relating to the fall risk area must be trained at a minimum level of a SAQA Accredited Fall Arrest and Basic Rescue Course.
- A Rescue Kit (Contents of the Rescue Kit as per the Fall Protection Plan, and as determined by the type of working from a fall risk position that is being conducted on site) must be always available on site.
- The site must have at least one Accredited Fall Arrest Rescue Co-Coordinator on site who will co-ordinate the rescue operation.

8.81.	Desludging
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The Contractor must conduct all pit toilet desludging activities in a manner that protects the health and safety of Employees, the Public and the environment, and must comply with all applicable health, safety and environmental legislations (*i.e. OHS Act 85 of 1993, HBA Regulations 2022, etc.*) and Client requirements.

The Contractor shall:

- Conduct a site-specific Hazard Identification and Risk Assessment (HIRA) before work commences.
- Ensure all Employees are trained, competent and medically fit for the work performed.
- Provide and enforce the use of appropriate Personal Protective Equipment (PPE), including gloves, waterproof boots, protective clothing, eye protection and respiratory protection where required.
- Implement measures to prevent exposure to biological hazards and maintain high standards of personal hygiene.
- Inspect and maintain all desludging equipment and ensure vacuum tankers are safe and roadworthy.
- Prevent spills, leaks and environmental contamination, and dispose of faecal sludge only at authorised disposal facilities.
- Establish safe work zones using appropriate signage, barriers and traffic control measures.
- Provide emergency response procedures for spills, injuries, equipment failure and other emergencies, and report all incidents to the Client.
- Ensure that no person enters a pit or confined space unless an approved confined space entry procedure has been implemented.
- Maintain good housekeeping, decontaminate equipment after use and manage all waste in accordance with applicable environmental requirements.

The Client reserves the right to inspect the Contractor's operations, stop unsafe work and require corrective actions where non-compliance with these requirements is identified.

8.

ANNEXURE B: Baseline Health and Safety Risk assessment

Please note that this is a Baseline Risk Assessment. Contractor to perform detailed Issue Based and Continuous Risk Assessments in the sequence of the activities anticipated of being performed

PROJECT:		DEPARTMENT OF EDUCATION: KHANYISA SECONDARY SCHOOL: WATER AND SANITATION PHASE 03										
REF No		WIMS: 065544		RISK ASSESSOR		S. KHOZA		REVISION	1	DATE	12 JUNE 2026	
Likelihood		Consequence			RISK = LIKELYHOOD X CONSEQUENCE		Score		RANKING			
	Rare	1	Negligible	1				0-5			1	
	Unlikely	2	Minor	2				6-10			2	
	Possible	3	Moderate	3				11-16			3	
	Likely	4	Major	4				17-20			4	
	Almost certain	5	Severe	5				21-25			5	
MAIN ACTIVITY: Preliminaries and General												
Ref Nr	Activity	Potential Hazard			Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
1	- Collect & Deliver materials and equipment incl. scaffolding. - Loading & Offloading by Hand. - Supply and Maintenance of one (1) Storeroom on site. - Casting concrete blinding layers for placement of containers. - Supply and Maintenance of flushable portable toilet. - Provide water works for project: water tanks, containers, drums, water carts, etc. - Temporary electrical connections for Site Office. - Cleaning all accumulated rubble, building material, etc. - Safe site barricading	• Manual Handling of equipment and materials. • Strains, slips, trips, falling objects. • Dust inhalation. • Moving vehicles. • Uneven surfaces between vehicle and lay down area. • Excessive speeds/ driving recklessly. • Fatigue. • Chemical exposure. • Hygiene issues. • Noise. • Cement exposure. • Working at heights/ From a Fall Risk Position. • Temporary electricity. • Sun. • Vibration (vibrating concrete). • Exposure to sharp objects	• Manual handling injuries. • Respiratory diseases. • Eye injuries. • Vehicle Collision & damage. • Material Damage/Equipment Damage. • Slips, trips and falls from uneven surfaces. • Chemical burns/ contact dermatitis from cement. • Worker falling from heights/ fall risk positions causing death or serious injury. • Shock, burns, electrocution or electrical fire from installing temporary electrical connection. • Cuts, respiratory issues, slips.	x	x	x	x	3 x 3=9	▪ Responsible 16.2 to ensure Instructions are given on Manual handling using Safe Work Procedure (SWP) for Manual Handling, portable Electric Tools etc. ▪ Contractor to conduct DSTI's and toolbox talks with relevant topics. ▪ Fall Protection Plan must be communicated and implemented by an appointed, competent and qualified Fall Protection Planner (CR10.1a). ▪ All ladders are to be labelled, inspected and recorded.	2x1=2	1	

MAIN ACTIVITY: ALTERATIONS AND DEMOLITIONS (FLUSH TOILETS)

Ref Nr	Activity	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
2.1.	REMOVAL OF EXISTING WORK: - Breaking up and removing unreinforced concrete. - Breaking down and removing half brick walls & one brick walls. - Breaking down and removing blockwork. - Taking out and removing doors, windows, etc, including thresholds, sills, etc. <i>(building up openings and making good finishes elsewhere)</i>. - Taking down and removing roofs, floors, panelling ceilings, partitions, etc completely <i>(new work elsewhere measured)</i> including carting away. - Taking out and removing ironmongery. - Hacking up/off and removing 22mm Granolithic from floors. - Taking out and removing sanitary fittings, tanks, geysers, etc, including disconnecting from pipes, traps, etc and making good floor and wall finishes <i>(making good tiling and paintwork elsewhere)</i>. - Taking out/ off and removing glass and mirrors.	- Generated flying debris & concrete fragments. - Silica dust inhalation. - Excessive noise & vibration from hand ground breaker. - Manual handling of heavy material. - Accumulated rubble that can harbour rats & snakes. - Unsafe hand tools. - Unidentified or live electrical services. - Hidden gas, water, sewer, or telecommunications services. - Dust inhalation and reduced visibility. - Inadequate PPE use. - Unauthorized access to demolition areas. - Falling objects affecting workers and the public. - Vehicle and waste-removal equipment movements. - Heat stress and fatigue during prolonged demolition work.	- Eyes injuries from flying debris & concrete fragments. - Chest congestion or silicosis from inhalation of dust & silica. - Hand-arm vibration syndrome (HAVS) from power tools. - Back pains & back injuries from unsafely lifting heavy equipment. - Death from snake bite. - Hand & fingers injuries from unsafe hand tools. - Electrocution by unidentified live electrical services underground. - Serious injury from fall - musculoskeletal injuries. - Respiratory irritation. - Ergonomic injuries due to manual handling. - Fatality or serious injury from collapse of structures during demolition work. - Respiratory illness due to dust and airborne contaminants. - Hearing loss from prolonged noise exposure. - Musculoskeletal disorders from lifting, carrying, and repetitive tasks. - Slips, trips, and falls resulting in sprains, fractures, or head injuries. - Cuts, punctures, and lacerations from sharp materials and tools.	x	x	x	3x2=6	- Conduct site-specific risk assessments and method statements. - Create task-based DSTIs & SWPs and communicate to all employees. - Isolate and verify all services before demolition. - Use trained and competent personnel under supervision. - Establish barricades, exclusion zones, and warning signage. - Wear appropriate PPE <i>(hard hats, gloves, eye, hearing, and respiratory protection)</i>. - Use dust suppression methods and control noise exposure. - Follow safe demolition sequences and provide temporary supports where required. - Use proper access equipment and fall protection when working at height. - Apply safe manual handling practices and use lifting aids. - Maintain good housekeeping and remove debris regularly. - Ensure emergency procedures, first aid,	2x2=4	1

	- Desludge existing pits and fill holes with stock pile materials	- Falls into open pits or excavations. - Working on wet or uneven surfaces. - Unsafe manual handling or lifting and heavy construction equipment, or materials. - Equipment failure during desludging. - Dust exposure during filling of pits with stockpile material. - Excavation collapse or ground instability. - Contact with underground services such as electrical cables or water pipes. - Exposure to noise and vibration from pumps and machinery. - Environmental pollution from sludge spills or improper disposal. - Heat stress and dehydration during outdoor work.	- Contact with sewage and sludge, leading to infections and disease. - Falls into open pits or excavations. - Slips, trips, and falls on wet or uneven surfaces. - Manual handling injuries from lifting and moving hoses, equipment, or materials. - Struck-by incidents involving vehicles, machinery, or moving materials. - Equipment failure causing spills, injuries, or environmental contamination. - Dust exposure during filling of pits with stockpile material. - Excavation collapse or ground instability leading to entrapment or injury. - Contact with underground services such as electrical cables or water pipes. - Noise and vibration from pumps and machinery. - Environmental pollution from sludge spills or improper disposal. - Heat stress and dehydration during outdoor work.			- Communicate SWP & safe lifting techniques to Employees. - All Employees to be in possession of valid medical certificates. - Use appropriate PPE: gloves, coveralls, safety boots, eye protection, and respiratory protection where required. - Monitor for hazardous gases before opening and during work around septic tanks. - Establish barriers and warning signs around open pits. - Follow confined-space entry procedures where applicable. - Implement safe manual handling techniques and use mechanical aids. - Maintain good hygiene facilities. - Ensure trained operators use desludging and excavation equipment. - Control vehicle movements with designated routes and spotters. - Properly transport and dispose of sludge at approved facilities. - Backfill and compact excavations safely to prevent future ground collapse. - Visible supervision.	16	5
	Sub-Totals		Pure Risk		46	Residual Risk	16	5

MAIN ACTIVITY: NEW WORK TO EXISTING BUILDINGS (FLUSH TOILETS)										
Ref Nr	Activity	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	SUPERSTRUCTURE BLOCKWORK: - Blockwork of M190 cement blocks in class II mortar	Unsafe manual handling of heavy material. Uneven surfaces, debris, and wet mortar spills. Exposure to wet cement and mortar, causing skin irritation, burns, eye injuries, and respiratory issues. Generated dust. Home-made & unsafe tools. Working at unprotected height & unsafe ladders and scaffolds.	Back injuries from lifting & carrying heavy cement blocks. Slips, trips, and falls caused by uneven surfaces, debris, and mortar spills. Skin irritation, burns, eye injuries, and respiratory issues caused by exposure to wet cement. Hand & finger injuries by unsafe tools. Serious body injuries from falling from height, ladders & scaffolds.	x	x	x	3x2=6	■ Create task-based DSTIs & communicate to all Employees. ■ Communicate SWP & safe lifting techniques to Employees. ■ All Employees to be in possession of valid medical certificates. ■ Wear appropriate PPE (<i>hard hats, gloves, safety boots, eye & hearing protection, dust masks/ respirators, etc.</i>). ■ Practise & maintain good housekeeping on site. ■ Scaffold to be only erected and inspected by competent persons. ■ Implement Dust Control on site. ■ Train Employees to safe handle cement & other HCS. ■ Visible supervision.	2x2=4	1
	ROOF COVERINGS, ETC.: - Installation of 0.58mm Colorbond IBR profile sheeting, colour one side fixed to timber purlins	Unprotected height, roofs, ladders, scaffolds, or any elevated platforms. Employee strike by falling objects i.e. roofing sheets, tools, materials, etc. Manual handling injuries from lifting, carrying, and positioning roofing materials. Sharp edges on metal sheets edges.	Serious body injuries due to falling from heights, roof, ladders, scaffolds, or any elevated platforms. Death or serious head/body injuries due to being strike by falling objects i.e. roofing sheets, tools, or materials striking. Serious cuts & lacerations from sharp edges on metal sheets & flashing.	x	x	x	4x5=20	■ Create task-based DSTIs & communicate to all Employees. ■ Communicate SWP & safe lifting techniques to Employees. ■ All Employees to be in possession of valid medical certificates. ■ Conduct a task-based risk assessment &	3x2=6	2

	Noisy and vibrating tools.  Structural instability if roof structures are incomplete, damaged, or overloaded.	 Temporal deafness and Hand-arm vibration syndrome (HAVS) from power tools.  Death or serious body injuries caused by collapsing of instability, incomplete, damaged, or overloaded roof structure & timber trusses on top of Employees below.		communicate to Employees. ▪ Install & use fall protection systems (<i>i.e. guardrails, lifelines, & full-body harnesses</i>). ▪ Ensure scaffolding, ladders, and access equipment are properly erected, inspected, and maintained. ▪ Identify and clearly mark fragile roof areas; use crawling boards or working platforms where necessary. ▪ Maintain good housekeeping by keeping walkways clear of tools, materials, and waste. ▪ Secure roofing materials to prevent them from being displaced by wind or falling from height. ▪ Wear appropriate PPE (<i>incl. Hard hat, Safety boots, Gloves, Eye protection, Hearing protection & Fall-arrest equipment</i>). ▪ All tools to be inspected before use. ▪ Control dust by using wet-cutting methods. ▪ Monitor weather conditions & stop work during high winds, rain, lightning, or other unsafe conditions. ▪ Provide drinking water, rest breaks, and sun protection to reduce the risk of heat stress.	
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	✚ Materials left in walkways. ✚ Work activities that demand awkward working positions (<i>i.e. too much body bending down, body squatting, etc.</i>). ✚ Unsafe ladder.	✚ Noise exposure from power tools ✚ Slips, trips, and falls due to materials and tools in the work area ✚ Working at height when installing frames in elevated locations	x	x	x	x	3x2=6	2x2=4	1
PLUMBING AND DRAINAGE: - 0.7mm Baked Enamel on aluminium gutter system. - 0.6mm Thick aluminium down pipes with white Finish. - Rainwater downpipes.	✚ Unprotected height, ladders, or any elevated platforms. ✚ Employee strike by falling objects i.e. Baked Enamel on aluminium gutter, downpipes, tools, etc. ✚ Unsafe manual lifting, carrying, and positioning heavy & long aluminium gutter, downpipes, etc. ✚ Noise generated during hammering using hand tools. ✚ Use of unsafe ladder	✚ Serious body injuries due to falling from heights, roof, ladders, or any elevated platforms. ✚ Death or serious head/body injuries due to being strike by falling objects i.e. barge & fascia boards, tools, or materials. ✚ Serious cuts & lacerations from sharp edges on metal sheets & flashing. ✚ Death or serious body injuries caused by collapsing of instability aluminium gutter, downpipes on top of Employees below. ✚ Serious body injuries from falling from ladder.	x	x	x	x	3x2=6	2x2=4	1
SANITARY FITTINGS: - Atlas Plastics "Aquarius Close Coupled Toilet". - Atlas Plastics "Bambi P-Trap. - Atlas Plastics "Christy" wash hand basin with splashback. - Atlas Plastics "SC urinal". - Stainless steel wall mounted wash hand basin overall.	✚ Unsafely manual handling of heavy sanitary fittings and pipes. ✚ Use of unsafe hand & power tools. ✚ Exposed to dust inhalation during drilling. ✚ Exposed to flying particles during drilling & cutting. ✚ Electrical cables with exposed live wires. ✚ Working while exposed to wet floor surface.	✚ Manual handling of toilets, basins, pipes, and fittings. ✚ Cuts and injuries from hand and power tools. ✚ Dust and flying particles during drilling and cutting. ✚ Contact with hidden electrical cables or water pipes. ✚ Falls from ladders when installing high-level fittings. ✚ Exposure to contaminated wastewater or existing plumbing systems.	x	x	x	x	3x2=6	2x2=4	1
SANITARY PLUMBING:									

- uPVC pipes 50mm, Pipes 50mm, Pipes chased into brickwork	- Using unsafe ladders when installing high-level fittings. - Exposure to contaminated waste water. - Exposed to water spillages and poor housekeeping. - Risks of Learners, Teachers, and Visitors being exposed to construction hazards. - Environmental pollution from leakage of waste materials, generation of dust, noise, and water wastage.	- Slips, trips, and falls caused by water spillages and poor housekeeping. - Risks to learners, teachers, and visitors from construction activities. - Environmental impacts from waste materials, dust, noise, and water wastage.	x	x	x	- Isolate water and electrical services before work begins. - Use barricades, warning signs, and access control to protect Learners and School Staff. - Wear appropriate PPE (<i>hard hat, safety boots, gloves, eye protection, and dust mask</i>). - Inspect tools and equipment before use. - Maintain good housekeeping and proper waste disposal. - Use safe lifting techniques and secure ladders. - Supervise work and restrict access to the work area.	2x2=4	1
TILING: Installation of 300 x 300 x 8.5mm 'salt and pepper' ceramic tiles on brick wall & floor tiling.	- Unsafe lifting of heavy tile boxes and bags adhesive and grout. - Working while exposed to sharp tile edges. - Unsafe tile cutting tool/equipment. - Working whiles being exposed to flying tile fragments & dust during cutting. - Exposed to dust inhalation during tile cutting, adhesive, grout, & surface preparation. - Exposure to cement-based adhesives & grout. - Working while exposed to wet adhesives and grout on the floor.	- Manual handling of tile boxes, adhesive, and grout causing back strains and muscle injuries. - Cuts and lacerations from sharp tile edges and tile-cutting equipment. - Eye injuries from flying tile fragments and dust during cutting. - Dust inhalation from tile cutting, adhesive, grout, and surface preparation. - Exposure to cement-based adhesives and grout causing skin irritation or dermatitis. - Slips, trips, and falls due to wet adhesives, grout, tools, and materials on the floor.	x	x	x	- Conduct a task-specific HIRA and Method Statement. - Create task-based DSTI & communicate it to all Employees. - All Employees to be in possession of valid medical certificates. - Wear required PPE (<i>i.e. safety boots, gloves, safety glasses, dust mask, hard hat, and hearing protection where required</i>). - Use tile cutters with guards and dust suppression methods. - Maintain good housekeeping and keep walkways clear.	3x2=6	1

	- Using incomplete and unsafe scaffolds when tiling walls at height. - Exposure to noise during the use of tile-cutting machines and power tools. - Using electrical tile-cutting equipment with exposed live wires in wet conditions. - Executing work that demand repetitive kneeling, bending, and awkward postures. - Falling of tools or tiles striking from heights. - Exposed to poor housekeeping/ trip hazards. - Improper disposal of grout, adhesive, and construction waste.	- Falls from ladders or scaffolds when tiling walls at height. - Noise exposure from tile-cutting machines and power tools. - Electric shock from electrical tile-cutting equipment used in wet conditions. - Repetitive kneeling, bending, and awkward postures leading to musculoskeletal disorders. - Falling tools or tiles striking workers below. - Poor housekeeping creating trip hazards. - Improper disposal of grout, adhesive, and construction waste.	x	x	x	3x2=6	2x2=4	- Use safe manual handling techniques. - Ensure ladders and scaffolds are properly inspected and secured. - Use electrical equipment fitted with earth leakage protection. - Dispose of waste materials in designated containers. - Inspect tools and equipment before use. - Use safe lifting techniques and secure ladders. - Supervise work and restrict access to the work area.	1
GLAZING: 6mm Thick obscure safety glass. 6mm Silvered float glass copper backed mirrors with polished edges holed for and fixed with chromium plated. - Dome capped mirror screws with rubber buffers to plugs in block work or concrete.	- Exposure to sharp edges of glass and mirrors. - Unsafe manual handling and lifting to positioning heavy glass panels. - Exposure to glass fragments, dust, and drilling debris. - Exposure to dust inhalation during drilling into block work or concrete. - Using electrical tools with exposed live wires. - Using ladders or working platforms during installation at height. - Falling glass, tools, or materials from heights. - Exposure to noise during drilling. - Exposed to wet surface and poor housekeeping.	- Cuts and lacerations from handling glass and mirrors. - Glass breakage causing serious injuries. - Manual handling injuries from lifting and positioning glass panels. - Eye injuries from glass fragments, dust, and drilling debris. - Dust inhalation during drilling into block work or concrete. - Electric shock from power tools or hidden electrical services. - Falls from ladders or working platforms during installation at height. - Falling glass, tools, or materials striking workers or occupants below.	x	x	x			- Conduct a task-specific HIRA and Method Statement. - Create task-based DSTI & communicate it to all Employees. - All Employees to be in possession of valid medical certificates. - Wear cut-resistant gloves, safety glasses, hard hat, safety boots, and dust mask. - Use safe lifting techniques and team lifting for large glass panels. - Secure ladders and work platforms before use. - Locate hidden services before drilling.	

	✚ Improper disposal of paint containers, brushes, and solvent waste. ✚ Paint fumes and dust released to air. ✚ Exposure to noise nuisance during surface preparation equipment.	✚ Body burnt caused by fire hazards from flammable paints, thinners, and solvents. ✚ Electric shock from contact with electrical fittings or use of electrical equipment. ✚ Land & water pollution caused by improper disposal of paint containers, brushes, and solvent waste. ✚ Air pollution from paint fumes and dust generated and released to air. ✚ Employees experiencing temporary or permanent hearing loss, Tinnitus (ringing or buzzing in the ears), Headaches and fatigue, increased stress and irritability due to exposure to noise nuisance from surface preparation equipment.					according to environmental requirements. - Establish exclusion zones beneath elevated work areas. - Visible supervision.	52	12
	Sub-Totals		Pure Risk			94	Residual Risk	52	12
	Grand Totals		Pure Risk			140	Residual Risk	68	17

MAIN ACTIVITY: EARTHWORK.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	EXCAVATION, FILLING, ETC.: - Excavation in earth not exceeding 2m deep (<i>Trenches & reduced level</i>). - Backfilling to trenches, holes, etc. - Compaction of surfaces. - Soil insecticide to bottoms and sides of trenches etc.	• Unserved construction mobile plant. • Incompetent construction mobile plant Operator. • Noise generated. • Dust generated. • Uneven ground. • Unsafe/ home-made hand tools. • Exposure to sharp objects protruding out from ground. • Extreme weather conditions	✚ Fatal incident & serious body injuries due mobile plant brakes fail and run over people on site. ✚ Tinnitus caused by continuous noise from mobile plant. ✚ Difficult to concentrate leading to risk of accidents. ✚ Chest congestion & respiratory conditions due to inhaling generated dust. ✚ Fingers & hand injuries from using unsafe hand tools. ✚ Heat exhaustion.	X	x	x	3x4=12	▪ Contractor to create task-specific DSTI's + SWPs & communicate it to all Employees, and keep attendance records. ▪ Only competent person to operate mobile plant on site. ▪ Excavation Work Supervisor to inspect (<i>using inspection checklist</i>) ground to be excavated before excavation commences. ▪ Practise good housekeeping to avoid slip trip and falling hazards. ▪ All Workers to have valid medicals with annexe 3. ▪ Mobile plant & Hand tools to be inspected before use and recorded. ▪ Awareness trainings to be conducted. ▪ Provide PPE: Safety Boots/Shoes, Hard Hat, Dust Mask, Eye Protection, Reflective Vest, 2 Piece Long Sleeve Overall, Gloves, etc.	2x2=4	1
Totals			Pure Risk				12	Residual Risk	4	1

MAIN ACTIVITY: CONCRETE, FORMWORK AND REINFORCEMENT

Ref Nr.	Sub-Activities	Potential Hazards	Potential Risks	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
3.	- Strip footings, bases, etc., cast against excavated surfaces. - Formwork Class F2 to form (smooth finish) edges, risers, ends, reveals, etc. not exceeding 300mm high or wide - Vibrated reinforced concrete.	• Heavy reinforcement steel. • Pointy & sharp ends of reinforcement steel. • Uneven excavated ground. • Dust. • Unsafe hand tools. • Work demanding body bending/ squatting position.. • Unserved concrete truck. • Mobile plants reversing without reverse alarm. • Concrete truck operator incompetent. • Wet concrete. • Concrete vibrating poker.	🚧 Back injury due to lifting heavy reinforcement steel. 🚧 Hand finger injuries due to being poke & cut by sharp & pointy reinforcement steel. 🚧 Twisted knee & ankle due to mis-step caused by uneven ground level. 🚧 Knee bruises due to trip & fall. 🚧 Chest congestion & respiratory conditions due to inhaling generated wood dust. 🚧 Fingers & hand abrasion & cuts due to use of home-made/ unsafe tools. 🚧 Fatal incidents/ serious body injuries due to reversing truck without reverse alarm. 🚧 Ergonomic injuries due to manual handling 🚧 Slip & fall due to wet floor/ surface. 🚧 Back injuries due to repetitive body bending. 🚧 Hand-Arm Vibration Syndrome (HAVS), Vibration White Finger (VWF), reduced grip strength caused by concrete vibrator.	X	x	x	3x4=12	▪ Contractor to create task-specific DSTI's & communicate it to all Employees, and keep attendance records. ▪ Practise good housekeeping to avoid slip trip and falling hazards. ▪ All Workers to have valid medicals with annexure 3. ▪ Hand tools to be inspected before use and recorded. ▪ Safe Work Procedures to be communicated & adhered to. ▪ Select & use low vibration tools to avoid HAVS & VWF syndromes. ▪ Provide required PPE: Safety Boots/ Shoes, Hard Hat, Dust Mask, Eye Protection, Reflective Vest, 2 Piece Long Sleeve Overall, Gloves, safety harness where needed, etc. ▪ Visible supervision.	2x2=4	1
Totals			Pure Risk				12	Residual Risk	4	1

MAIN ACTIVITY: PRECAST CONCRETE

Ref Nr.	Sub-Activities	Potential Hazards	Potential Risks	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
3.	- Strip footings, bases, etc., cast against excavated surfaces. - Formwork Class F2 to form (smooth finish) edges, risers, ends, reveals, etc. not exceeding 300mm high or wide - Vibrated reinforced concrete.	• Heavy reinforcement steel. • Pointy & sharp ends of reinforcement steel. • Uneven excavated ground. • Dust. • Unsafe hand tools. • Work demanding body bending/ squatting position.. • Unserved concrete truck. • Mobile plants reversing without reverse alarm. • Concrete truck operator incompetent. • Wet concrete. • Concrete vibrating poker.	🚧 Back injury due to lifting heavy reinforcement steel. 🚧 Hand finger injuries due to being poke & cut by sharp & pointy reinforcement steel. 🚧 Twisted knee & ankle due to mis-step caused by uneven ground level. 🚧 Knee bruises due to trip & fall. 🚧 Chest congestion & respiratory conditions due to inhaling generated wood dust. 🚧 Fingers & hand abrasion & cuts due to use of home-made/ unsafe tools. 🚧 Fatal incidents/ serious body injuries due to reversing truck without reverse alarm. 🚧 Ergonomic injuries due to manual handling 🚧 Slip & fall due to wet floor/ surface. 🚧 Back injuries due to repetitive body bending. 🚧 Hand-Arm Vibration Syndrome (HAVS), Vibration White Finger (VWF), reduced grip strength caused by concrete vibrator.	X	x	x	3x4=12	▪ Contractor to create task-specific DSTI's & communicate it to all Employees, and keep attendance records. ▪ Practise good housekeeping to avoid slip trip and falling hazards. ▪ All Workers to have valid medicals with annexture 3. ▪ Hand tools to be inspected before use and recorded. ▪ Safe Work Procedures to be communicated & adhered to. ▪ Select & use low vibration tools to avoid HAVS & VWF syndromes. ▪ Provide required PPE: Safety Boots/ Shoes, Hard Hat, Dust Mask, Eye Protection, Reflective Vest, 2 Piece Long Sleeve Overall, Gloves, safety harness where needed, etc. ▪ Visible supervision.	2x2=4	1
Totals			Pure Risk				12	Residual Risk	4	1

MAIN ACTIVITY: MASONRY [SUPERSTRUCTURE].

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	- One brick wall in foundations - Brick work in superstructure. - Brick wall reinforcement built in horizontally. - Installation of galvanized hoop iron cramps, ties, etc. - Set of two 400 x 200mm terra-cotta vermin proof air bricks. - 80mm paving to walkway, etc. to falls with precast concrete paving blocks.	• Heavy wheelbarrow fully of bricks. • Falling bricks from heights. • Unsafe hand tools & ladders. • Unsafe & incomplete scaffolding for Bricklayers. • Brick roughness. • Ground soil & cement dusts generated. • Wet concrete mixture. • Material & equipment left unattended in walkways. • Cement mixed on bare ground.	🚧 Back injuries, sprains, strains, & musculoskeletal disorders caused by lifting & pushing heavy wheelbarrow full of bricks. 🚧 Severe/ Fatal head injury due to being strike by falling brick(s). 🚧 Fingers & hand injuries from using unsafe hand tools. 🚧 Body injuries from falling from unsafe ladder. 🚧 Chest congestion & respiratory conditions due to inhaling generated cement dust. 🚧 Serious body injury falling from incomplete & unsafe scaffolding. 🚧 Skin irritation due to skin contact with wet concrete mixture. 🚧 Severe eye irritation & chemical burns due to contact with cement dust & wet concrete. 🚧 Knee bruises & twisted ankle injuries from tripping & falls. 🚧 Ground contamination/ pollution caused by mixing cement mixture direct on the bare ground.	X	x	x	4x3=12	▪ Create task-specific DSTI's & communicate it to all Employees, and keep attendance records. ▪ Conduct SWP & Safe Lifting Technique and adhere to both. ▪ Only competent persons to erect complete, inspect & declared safe scaffolding for Bricklayers. ▪ Competent Bricklayers to execute brick works. ▪ Conduct safe handling of HCS (<i>i.e. cement, etc.</i>). ▪ Practise good housekeeping to avoid slip trip and falling hazards. ▪ Employees to have valid medicals in the form of annexure 3. ▪ Inspect tools & ladder before use and recorded. ▪ Practise SWP & safe lifting technique when lifting heavy equipment/ material. ▪ Provide all required PPE to Employees. ▪ Visible supervision.	2x2=4	1
Totals			Pure Risk				12	Residual Risk	4	1

MAIN ACTIVITY: WATERPROOFING.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	DAMP-PROOFING OF WALLS AND FLOORS: - One layer of 375 micron "Consol Plastics Brikgrip DPC" embossed damp proof course in walls. - One layer of 375 micron "Consol Plastics" or other equally approved waterproof sheeting sealed at laps under surface bed.	• Heavy roll of 375 micron "Consol Plastics Brikgrip DPC". • Unsafe lifting of heavy rolls DPC. • Brick roughness. • Dusts generated. • Material & equipment left unattended in walkways. • Extreme weather conditions.	⚠ Back injuries, sprains, strains, & musculoskeletal disorders caused by lifting & pushing heavy roll DPC. ⚠ Back pains due to unsafely lifting heavy material. ⚠ Chest congestion & respiratory conditions due to inhaling generated dust. ⚠ Knee bruises & twisted ankle injuries from tripping & falls. ⚠ Heat exhaustion.	X	x	x	4x5=20	▪ Create task-specific DSTIs & communicate it to all Employees, and keep attendance records. ▪ Conduct SWP & Safe Lifting Technique and adhere to both. ▪ Practise good housekeeping to avoid slip trip and falling hazards. ▪ Employees to have valid medicals in the form of annexure 3. ▪ Inspect tools before use and recorded. ▪ Practise SWP & safe lifting technique when lifting heavy equipment/ material. ▪ Provide all required PPE to Employees. ▪ Visible supervision.	3x2=6	2
	Totals		Pure Risk				20	Residual Risk	6	2

MAIN ACTIVITY: ROOF COVERINGS.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	- 0.58mm "ZINCAL COLORPLUS" or other acceptable equivalent aluminium roof sheeting corrugated sheet steel for battens up to 1,7m c/c spacing.	- Sharp edges & heavy metal roof sheeting; - Roof/ Heights; - Dust; - Home-made & unsafe hand tools; - Unsafe ladder; - Unstable timber purlins; - Unsafe manual handling; - Struck by tools; - Tripping hazards; - Extreme weather conditions; etc.	- Serious body injury from falling through timber purlins; - Chest congestion due to dust inhalation; - Hand & finger cuts by sharp edges of metal roofing; - Hand & finger injuries due to being strike by hand tools; - Back pains caused by lifting heavy metal roof sheeting; - Arm muscular aching due to work continuous without resting; - Knee bruising due to trip & fall; - Heat exhaustion ; etc.	x	x	x	4x5=20	- Conduct task-specific HIRA. - Communicate task-based DSTI & SWP. - Practise SWP & Safe lifting technique. - Employees working on roof to be in possession of working at heights certificates. - Inspect tools before use; Prohibit home-made tools. - Competent Supervision. - Employees to be in possession of Medical certificates of fitness. - Solidly barricade & display relevant awareness signage & symbols where roof works is taking place. - Wear required PPE (Including safety harnesses); Visible supervision; etc.	3x2=6	2
	ROOF & WALL INSULATION: Sisalation FR430' heavy industrial grade reinforced aluminium foil and polyethylene insulation with fire retardant properties.	- Heavy insulation material; - Unguarded heights; - Dust generated; - Home-made & unsafe hand tools; - Unsafe ladder; - Unstable timber purlins; - Unsafe manual handling; - Struck by tools; - Tripping hazards; - Extreme weather conditions; etc.	- Serious body injury from falling through timber purlins; - Chest congestion due to dust inhalation; - Hand & finger injuries due to being strike by hand tools; - Back pains caused by lifting heavy insulation material;	X	X	X	4x5=20	- Conduct task-specific HIRA. - Communicate task-based DSTI & SWP. - Practise SWP & Safe lifting technique. - Employees working on roof to be in possession of working at heights certificates. - Inspect tools before use; Prohibit home-made tools.	3x2=6	2

MAIN ACTIVITY: CARPENTRY & JOINERY.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	PLATE NAILED TIMBER ROOF TRUSSES CONSTRUCTION: - Sawn treated softwood grade V4 152 x 38mm Rafter, 38 x 114mm Wall plates and 38 x 76mm Purlins.. - 15 x 225mm Fascias and barge boards including galvanised steel H-profile jointing strips.	• Heavy & long timber purlins & trusses; • Heights; • Dust; • Home-made & unsafe hand tools; • Unsafe ladder; • Unstable timber purlins & trusses; • Unsafe manual handling; • Struck by tools; • Tripping hazards; • Extreme weather conditions; etc.	☠ Serious body injury from falling through timber purlins; ☠ Chest congestion from inhaling dust; ☠ Hand & finger injuries by being strike by hand tools; ☠ Back pains caused by lifting long & heavy purlins; ☠ Arm muscular aching due to work continuous without resting; ☠ Knee bruising due to trip & fall; ☠ Heat exhaustion ; etc.	X	X	X	4x5=20	■ Use cut-resistant gloves, long sleeves, and team lifting: store timber/steel safely to prevent movement or collapse. ■ Use certified ladders/scaffolds. ■ Wear fall arrest harnesses and lifelines. ■ Ensure competent supervision. ■ Inspect and maintain tools. ■ Keep work area tidy. ■ Maintain housekeeping. ■ Remove off-cuts and packaging immediately. ■ Keep access paths clear and well-lit. ■ Dispose of timber off-cuts and packaging in designated skips; ■ Follow waste segregation procedures. ■ Maintain clean site conditions.	1x2=2	1
Totals			Pure Risk				20	Residual Risk	2	1

MAIN ACTIVITY: IRONMONGERY

Ref Nr	Activity	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	IRONMONGERY: Four lever lockset. 200 x 250mm Pressed aluminium with male, female or paraplegic symbol fixed to brickwork	• Unsafe home-made/ hand tools (i.e. steel hammer, screwdrivers, mushroom chisels, etc.). • Sharp corner of metal lockers' edges. • Flying particles during drilling. • Electrical tools with exposed electrical wires or shock from defective power tools. • Exposed to pinching while fitting lock components. • Noise exposure from drilling activities. • Materials left in walkways. • Work activities that demand awkward working positions (i.e. too much body bending down, body squatting, etc.).	 Injuries from hand tools (screwdrivers, chisels, hammers)  Cuts and abrasions from sharp metal edges  Eye injuries from flying particles during drilling  Electric shock from defective power tools or hidden electrical wiring  Pinched fingers while fitting lock components  Noise exposure from drilling activities  Slips, trips, and falls due to tools or materials left in walkways  Musculoskeletal injuries from awkward working positions	X	X	X	3x2=6	▪ Create task-based DSTIs & communicate to all Employees. ▪ Communicate SWP to Employees. ▪ All Employees to be in possession of valid medical certificates. ▪ Inspected tools before use. ▪ Wear appropriate PPE (incl. Safety boots, Gloves, Eye protection, Hearing protection, etc.). ▪ Visible supervision.	1x2=2	1
Totals			Pure Risk				6	Residual Risk	2	1

MAIN ACTIVITY: METAL WORK.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	GALVANISED STEEL GATES, SCREENS, ETC.: - Installation of Hot dipped galvanised steel gates. PRESSED STEEL LOUVERED DOORS AND FRAMES: - Installation of Steel louvered double door Type DVA including door frame, louvered doors, padlatch and hinges and fixed to brickworks, etc.	- Carrying heavy load of steel door frames & steel windows. - Manual handling steel door frames with sharp edges exposed. - Dust exposure. - Unsafe ladders or unsafe work platform used when installing steel door frames & steel windows. - Unsafe ladder & hand tools. - Construction material left unattended in walkways/ Tripping hazards. - Cut pieces of metal material.	- Back injury due to lifting heavy poles & spelter galvanised steel sheeting. - Back injuries due to repetitive body bending. - Fingers & hand abrasion & cuts due to Sharp edges of steel door frames & steel windows. - Dust being inhaled causing respiratory diseases. - Dust getting in eyes causing eye injuries. - Falling due to collapsing of unsafe ladders resulting in serious body injury. - Muscle strain, back injury. - Falling objects (tools, material) causing head injury to persons below. - Heat exhaustion, dehydration, wind-related hazards. - Cut pieces of cut metal all over site.	X	x	x	3x3=9	- Contractor to create task-specific DSTI's + SWP & communicate it to all Employees, and keep attendance records. - Practise SWP & Safe lifting techniques for lifting heavy construction material. - Implement Fall Protection measures. - Only competent Employees (and in possession of Working Height training certificates). - All Workers to have valid medicals with annexure 3. - Inspect hand tools & ladder (<i>using inspection checklist</i>) before use. - Provide required PPE: Safety shoes, Hard Hat, Dust Mask, Eye Protection, Ear Protection, Reflective Vest, 2 Piece Long Sleeve Overall, Gloves, etc. - Practise good housekeeping. - Visible supervision.	2x2=4	1
	Totals		Pure Risk				9	Residual Risk	4	1

MAIN ACTIVITY: PLASTERING.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	INTERNAL PLASTER: - Cement plaster on 15mm thick on walls. GRANOLITHIC: - 0mm High covered skirtings. - Average 25mm thick on floors with upper surface to falls and current.	• Heavy cement bags. • Cement dust. • Unsafe hand tools. • Work demanding body bending position.. • Wet cement mixture. • Wet & slippery surface.	➔ Back injury due to lifting heavy cement bags. ➔ Chest congestion & respiratory conditions due to inhaling generated cement dust. ➔ Twisted knee & ankle due to mis-step caused by uneven ground level. ➔ Knee bruises due to trip & fall. ➔ Fingers & hand abrasion & cuts due to use of home-made/ unsafe tools. ➔ Ergonomic injuries due to manual handling ➔ Slip & fall due to wet floor/surface. ➔ Back injuries due to repetitive body bending.	X	X	X	3x2=6	▪ Contractor to create task-specific DSTI's & communicate it to all Employees, and keep attendance records. ▪ Practise good housekeeping to avoid slip trip and falling hazards. ▪ All Workers to have valid medicals with annexure 3. ▪ Hand tools to be inspected before use and recorded. ▪ Adhere to SWP & practise safe lifting technique. ▪ Training Employees on handling cement as HCS. ▪ Provide required PPE: Safety Boots/ Shoes, Hard Hat, Dust Mask, Eye Protection, Reflective Vest, 2 Piece Long Sleeve Overall, Gloves, etc. ▪ Visible supervision.	2x2=4	1
	Totals		Pure Risk				6	Residual Risk	4	1

MAIN ACTIVITY: TILING

Ref Nr	Activity	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	WALL TILING: Installation of 300 x 300 x 8.5mm 'salt and pepper' ceramic tiles on brick wall & floor tiling.	• Unsafe lifting of heavy tile boxes and bags adhesive and grout. • Working while exposed to sharp tile edges. • Unsafe tile cutting tool/equipment. • Working while exposed to flying tile fragments & dust during cutting. • Exposed to dust inhalation during tile cutting, adhesive, grout, & surface preparation. • Exposure to cement-based adhesives & grout. • Working while exposed to wet adhesives and grout on the floor. • Using incomplete and unsafe scaffolds when tiling walls at height. • Exposure to noise during the use of tile-cutting machines and power tools. • Using electrical tile-cutting equipment with exposed live wires in wet conditions. • Executing work that demand repetitive kneeling, bending, and awkward postures. • Falling of tools or tiles striking from heights. • Exposed to poor housekeeping/ trip hazards. • Improper disposal of grout, adhesive, and construction waste.	• Manual handling of tile boxes, adhesive, and grout causing back strains and muscle injuries. • Cuts and lacerations from sharp tile edges and tile-cutting equipment. • Eye injuries from flying tile fragments and dust during cutting. • Dust inhalation from tile cutting, adhesive, grout, and surface preparation. • Exposure to cement-based adhesives and grout causing skin irritation or dermatitis. • Slips, trips, and falls due to wet adhesives, grout, tools, and materials on the floor. • Falls from ladders or scaffolds when tiling walls at height. • Noise exposure from tile-cutting machines and power tools. • Electric shock from electrical tile-cutting equipment used in wet conditions. • Repetitive kneeling, bending, and awkward postures leading to musculoskeletal disorders. • Falling tools or tiles striking workers below. • Poor housekeeping creating trip hazards.	X	X	X	3x3=9	▪ Conduct a task-specific HIRA and Method Statement. ▪ Create task-based DSTI & communicate it to all Employees. ▪ All Employees to be in possession of valid medical certificates. ▪ Wear required PPE (i.e. <i>safety boots, gloves, safety glasses, dust mask, hard hat, and hearing protection where required</i>). ▪ Use tile cutters with guards and dust suppression methods. ▪ Maintain good housekeeping and keep walkways clear. ▪ Use safe manual handling techniques. ▪ Ensure ladders and scaffolds are properly inspected and secured. ▪ Use electrical equipment fitted with earth leakage protection. ▪ Dispose of waste materials in designated containers. ▪ Inspect tools and equipment before use. ▪ Use safe lifting techniques and secure ladders. ▪ Supervise work and restrict access to the work area.	2x2=4	1

MAIN ACTIVITY: EXTERNAL PLUMBING AND DRAINAGE.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	STORMWATER CHANNELS: - 600 x 200mm Unreinforced 20 Mpa Precast concrete stormwater channels with 450 x 150mm deep segmental channel. - 300mm Pipes laid in and including trenches not exceeding 1m deep.. - Catchpit 600 x 600mm and exceeding 750mm and not exceeding 1000mm deep internally.. - 600 x 600mm x 60kg Cast iron dished grating and frame set int mortar to SABS 558.	• Manual handling & lifting of heavy a precast concrete stormwater channels to positions. • Dust generated. • Precast concrete stormwater channels rough surface. • Unsafe use of hand. • Precast concrete stormwater channels & other equipment left unattended in walkways. • Extreme weather conditions; etc.	➡ Back injuries, sprains, strains, & musculoskeletal disorders caused by lifting up precast concrete stormwater channels to positions. ➡ Chest congestion & respiratory conditions due to inhaling generated dust. ➡ Hand & finger bruises from handling rough surface precast concrete without wearing hand protection. ➡ Fingers & hand injuries from using unsafe hand tools. ➡ Knee bruises & twisted ankle injuries from tripping & falls. ➡ Heat exhaustion ; etc..	X	X	X	4x3=12	▪ Create task-specific DSTI's &SWP, and communicate it to all Employees, and keep attendance records. ▪ All Workers to have valid medicals with annexure 3. ▪ Practise SWP, Safe Lifting Technique & adhere to all. ▪ Practise good housekeeping to avoid slip trip and falling hazards. ▪ Inspect/ check hand tools before use & keep recorded. ▪ Display safety signages & awareness symbols closer to where precast concrete is lifted. ▪ Provide required PPE: Safety Boots/ Shoes, Hard Hat, Dust Mask, Eye Protection, Reflective Vest, 2 Piece Long Sleeve Overall, Gloves, etc. ▪ Visible supervision.	2x2=4	1
Totals			Pure Risk				12	Residual Risk	4	1

MAIN ACTIVITY: SANITARY FITTINGS.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	- Wash hand basins fixed complete and connected to services; - WC suites fixed complete in position and connected to services. - Sanitary Fittings; - Taps, Valves, etc.; - Electric Water Heaters/ Geyser; and - Rainwater Disposal.	• Wet & slippery floors/ surface. • Home-made & unsafe hand tools. • Heavy WC slipped out of hand & fall. • Dust exposure. • Work that demand repetitive body bending & squatting. • Heavy High pressure electrical water heater. • Unsafe handling technique handling of heavy materials. • Dust exposure. • Work demand body bending. • Exposed live electrical wires on electrical water heater.	🔥 Knee, ankle & joint Injuries due to slip & fall due of wet slippery floors. 🔥 Fingers & hand injuries from using unsafe hand tools. 🔥 Back pain due to incorrectly lifting heavy material. 🔥 Ergonomic injuries due to manual handling. 🔥 Chest congestion & respiratory conditions due to inhaling generated dust. 🔥 Severe hand & finger cuts by sharp & pointy equipment & protruding nails. 🔥 Ergonomic injuries due to manual handling. 🔥 Chest congestion & respiratory conditions due to inhaling generated dust. 🔥 Eye injury due to flying small plaster particles during the removal of plaster from walls. 🔥 Skin burn or electrocution due to skin contact with live wires.	X	x	x	3x4=12	▪ Contractor to create task-specific DSTI's + SWPs & communicate it to all Employees, and keep attendance records. ▪ Practise good housekeeping to avoid slip trip and falling hazards. ▪ All Workers to have valid medicals with annexure 3. ▪ Competent Plumber to execute plumbing works. ▪ Hand tools to be inspected before use and recorded. ▪ Electrical works to be executed by competent Electrician. ▪ Awareness trainings to be conducted. ▪ Practise SWP & safe lifting technique. ▪ Provide required PPE: Safety Boots/ Shoes, Hard Hat, Dust Mask, Eye Protection, Reflective Vest, 2 Piece Long Sleeve Overall, Gloves, etc. ▪ Visible supervision.	3x2=6	2
Totals			Pure Risk				12	Residual Risk	6	2

MAIN ACTIVITY: GLAZING

Ref Nr	Activity	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	GLAZING: - 6mm Thick obscure safety glass. - 6mm Silvered float glass copper backed mirrors with polished edges holed for and fixed with chromium plated. - Dome capped mirror screws with rubber buffers to plugs in block work or concrete.	- Exposure to sharp edges of glass and mirrors. - Unsafely manual handling and lifting to positioning heavy glass panels. - Exposure to glass fragments, dust, and drilling debris. - Exposure to dust inhalation during drilling into block work or concrete. - Using electrical tools with exposed live wires. - Using ladders or working platforms during installation at height. - Falling glass, tools, or materials from heights. - Exposure to noise during drilling. - Exposed to wet surface and poor housekeeping.	- Cuts and lacerations from handling glass and mirrors. - Glass breakage causing serious injuries. - Manual handling injuries from lifting and positioning glass panels. - Eye injuries from glass fragments, dust, and drilling debris. - Dust inhalation during drilling into block work or concrete. - Electric shock from power tools or hidden electrical services. - Falls from ladders or working platforms during installation at height. - Falling glass, tools, or materials striking workers or occupants below. - Noise exposure from drilling equipment. - Slips, trips, and falls due to poor housekeeping.	X	x	x	3x4=12	- Conduct a task-specific HIRA and Method Statement. - Create task-based DSTI & communicate it to all Employees. - All Employees to be in possession of valid medical certificates. - Wear cut-resistant gloves, safety glasses, hard hat, safety boots, and dust mask. - Use safe lifting techniques and team lifting for large glass panels. - Secure ladders and work platforms before use. - Locate hidden services before drilling. - Collect and dispose of broken glass and waste safely. - Inspect tools and equipment before use. - Maintain good housekeeping and proper waste disposal. - Supervise work and restrict access to the work area.	3x2=6	2
Totals			Pure Risk				12	Residual Risk	6	2

MAIN ACTIVITY: PAINTWORK.

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	ON PLASTER, ETC.: - Prepare and apply one coat alkali resistant primer, one undercoat and one finishing coat PVA emulsion paint on roof tiles.: - Painting on internal plaster wall. - Painting of timber doors. - Painting on ceilings, cornice & trap door.	• Heavy paint containers. • Exposure to paint fumes and other related hazardous chemicals (e.g. thinners). • Eyes irritation from paint vapour. • Falling from unsafe ladder. • Use of ladders improperly or on unstable surfaces. • Fire risk from flammable solvents. • Wet & slippery surface due to paint leak.	🚧 Back injury due to lifting heavy paint containers. 🚧 Chest congestion & respiratory conditions due to inhaling paint vapour. 🚧 Eye itching due to paint particle came into contact with eye(s). 🚧 Skin dryness due to skin came into contact with paint. 🚧 Serious body injury from falling on ladder. 🚧 Serious body burns caused & aggravated by flammable liquids. 🚧 Knee & hand bruises due to slip & fall. 🚧 Soil contamination due to paint leaks on the bare ground.	X	x	x	3x3=9	▪ Contractor to create task-specific DSTI's & communicate it to all Employees, and keep attendance records. ▪ Communicate the handling HCS to Employees & Painters. ▪ Provide PPE: Double Lanyard Harnesses, gloves, long sleeve overalls and respiratory masks. ▪ Fire Extinguishers/ firefighting equipment must be available near work area. ▪ Maintain MSDS registers and train workers in chemical handling. ▪ Use non-flammable paints. ▪ Avoid ignition sources. ▪ Use stable ladders. ▪ Use fall arrest where needed. ▪ Proper disposal of hazardous chemicals. ▪ Shift rotation.	2x2=4	1
Totals			Pure Risk				9	Residual Risk	4	2

MAIN ACTIVITY: ELECTRICITY

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	- Installation of 24 000 Btu/h V, 50Hz cooling/ heating capacity ± 8kw, R410a refrigerant (SABS approved). - 1800mm Aircurtain 230V, 50-Hz ± 9m/s the velocity. - Wired remote control panel (LCD) with appropriate mountings. - Prepare and apply one coat alkali resistant primer, one undercoat and one finishing coat PVA emulsion paint on roof tiles:. - Weather proof isolator. - 100X 40mm white PVC trunking. - Refrigerant piping for air-conditioning unit (per pipe size for liquid line and gas line).	• Unsafely carrying heavy load of aircon units. • Dust generated. • Unsafe ladders used when installing aircon units. • Use of unsafe ladder & hand tools. • Boxes of aircon units left unattended in walkways/ Tripping hazards. • Live electrical wires.	✚ Back injury due to lifting heavy aircon unit boxes. ✚ Chest congestion & respiratory conditions due to inhaling dust generated. ✚ Knee & hand bruises from falling due to collapsing of unsafe ladders. ✚ Fingers & hand abrasion & cuts due to trip & fall caused by tripping hazards. ✚ Dust getting in eyes causing eye injuries. ✚ Falling objects (tools, material) causing serious head injury to persons below. ✚ Heat exhaustion, dehydration, wind-related hazards. ✚ Electrocutation and skin burn by live electricity.	X	x	x	4x5=20	▪ Contractor to create task-specific DSTI's & communicate it to all Employees, and keep attendance records. ▪ Only competent & registered aircon unit Installer as an Authorised Refrigeration Gas Practitioner with SAQCC Gas to install aircon units, ▪ Practise good housekeeping to avoid slip, trip & falling. ▪ All Workers to have valid medicals with annexure 3. ▪ Inspect/ check ladders & hand tools before use & keep recorded. ▪ Awareness trainings (i.e. Toolbox talks, etc.) to be conducted weekly. ▪ Communicate & practise SWP procedures & adhered to it. ▪ [Provide required PPE: Safety Boots/ Shoes, Hard Hat, Dust Mask, Eye Protection, Reflective Vest, 2 Piece Long Sleeve Overall, Gloves, etc. ▪ Visible supervision.	3x2=6	2
	Totals		Pure Risk				20	Residual Risk	6	2

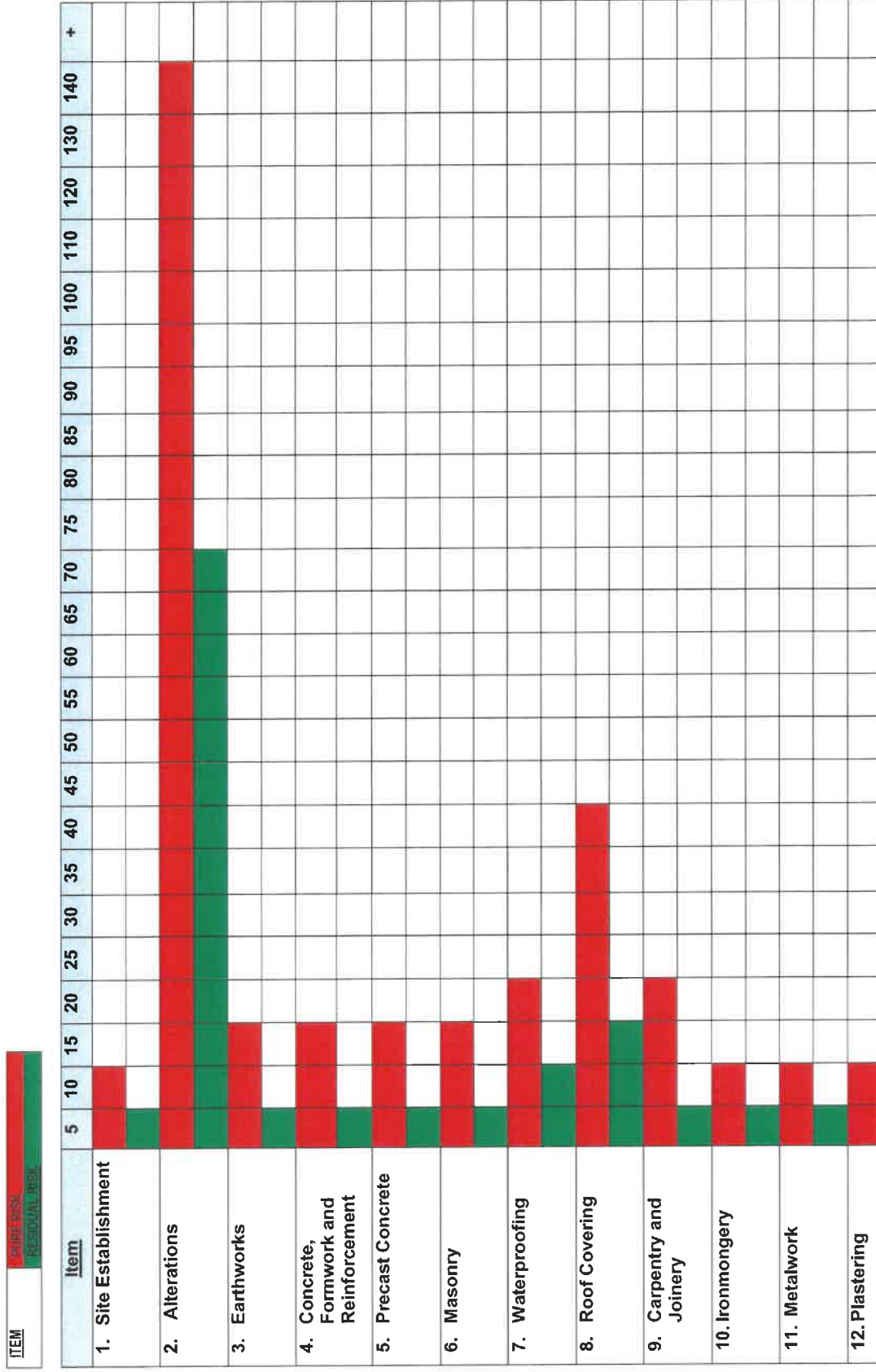
MAIN ACTIVITY: EXTERNAL WORKS

Ref Nr	Sub-Activities	Potential Hazard	Potential Risk	S	H	E	Pure Risk	Mitigation Measures	Residual Risk	Risk Ranking
	CONCRETE V-DRAIN CHANNELS - Excavations in earth not exceeding 2m deep - Waterproofing. - Imported selected fill (G5) in layer 150mm thick and compacted to 93% Mod AASHTO density. - Application of Soil insecticide. - Erection of reinforced steel work. - Concrete cast on/ in formwork. - Finishing top surfaces of concrete smooth with a wood Float.	• Excavation collapse and falls into trenches. • Exposed to hidden underground live electricity. • Exposed to dust inhalation during excavation, filling, and compaction activities. • Struck-by incidents involving construction plant, equipment, and materials. • Exposure to waterproofing chemicals and soil insecticides. • Exposed to sharp & pointy reinforcement steel. • Unsafely lifting heavy reinforcement steel materials. • Exposed to wet concrete. • Exposed to uneven ground and wet concrete surfaces. • Exposed to noise and vibrating compaction equipment & machinery. • Chemicals & concrete washout spillage, dust, and waste materials.	☠️ Death or serious body injury caused by excavation collapse, falls into trenches. ☠️ Electrocutation by hidden underground electricity. ☠️ Chest congestion and respiratory conditions due dust inhalation during excavation, filling, and compaction activities. ☠️ Exposure to waterproofing chemicals and soil insecticides causing skin, eye, or respiratory irritation. ☠️ Cuts & punctures by sharp reinforcement steel. ☠️ Manual handling injuries from lifting and placing materials. ☠️ Skin burns and eye injuries from contact with wet concrete. ☠️ Formwork collapse or failure during concrete placement. ☠️ Slips, trips, and falls on uneven ground and wet concrete surfaces. ☠️ Noise and vibration exposure from compaction equipment and machinery. ☠️ Environmental pollution from chemicals, concrete leakage, dust, and waste materials.	X	x	x	4x5=20	▪ Contractor to create task-specific DSTI's & communicate it to all Employees, and keep attendance records. ▪ Conduct a HIRA. ▪ Barricade excavations. ▪ Locate underground services. ▪ Cap exposed rebar. ▪ Inspect formwork. ▪ Train Employees on safe handling of HCS and encourage them to adhere to safe handling of chemical. ▪ Maintain good housekeeping. ▪ Avoid/ prevent pollution of drains & watercourses. ▪ All Workers to have valid medicals with annexure 3. ▪ Inspect/ check hand tools before use & keep recorded. ▪ Awareness trainings (i.e. Toolbox talks, etc.) to be conducted weekly. ▪ Communicate & practise SWP procedures & adhered to it. ▪ Provide required PPE (i.e. waterproof gum boots/ safety shoes, Hard Hat, Dust Mask, Eye Protection,	3x2=6	2

[illegible]

8.

RISK PROFILE



8.3.	Annexure A: Contractors Health and Safety Declaration
9.	Annexures

CONTRACTORS HEALTH AND SAFETY DECLARATION FOR TENDERS

PROJECT NAME: _____

WIMS NUMBER: _____

CLIENT: _____

INTRODUCTION

In terms of Construction Regulation 5(1) (h) of the Construction Regulations of February 2014 a Contractor may only be appointed to perform construction work if the Client is satisfied that the Contractor has the necessary competencies and resources to carry out the work safely in accordance with the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014. In line with this requirement the Contractor is required to read through this document carefully, sign it and submit it with his/her Tender.

DECLARATION

I, the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Site Specific Health and Safety Specification attached in the tender document.

2. I hereby declare that my company and its employees has the necessary competency and resources to safely carry out the construction work under this contract in compliance with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specification.
3. I hereby confirm that adequate provisions has been made in my tender to cover the cost of all Safety, Health and Environmental duties and responsibilities imposed on me by the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Site Specific Health and Safety Specification
4. I confirm that I may not commence with any part of construction work under the contract until the Client has approved my OH&S Plan in writing.
5. I hereby confirm that copies of the following documentation will be kept on site for viewing and inspection purposes for the duration of the construction work:
 - a) Client's Site-Specific Health and Safety Specification
 - b) Approved Construction Occupational Health and Safety Plan
 - c) Occupational Health and Safety Act, Act 85 of 1993, and
 - d) Construction Regulations of February 2014.
 - e) Any other documentation as specified in the SSHSS or as required by the CHSR.
6. I agree that my failure to complete and execute this declaration to the satisfaction of the Client will mean that I am unable to comply with the requirements of the Occupational Health and Safety Act, Act 85 of 1993 and Construction Regulations 2014, and accept that my tender will be rejected.

Signature: _____
(Person duly authorised to sign on behalf of Tender)

Date: _____

10. Annexure C: Structure of SSHSP submitted for approval and SSHSF layout requirement.

<u>Number</u>	<u>Item</u>	<u>To be submitted with SSHSP for approval</u>	<u>Comments</u>
1.	INDEX	Yes	None
2.	SSHSP Approval Letter and Appointment letter.	No	To be filled in SSHSF after issuing by CHSR
3.	Letter of Good Standing	YES	To be kept up to date and filled in SSHSF
4.	Notification of Construction Work	No	To be submitted to DEL for recording, stamped copy forwarded to Client before SHE Plan Approval Letter will be issued. No work will be able to commence until letter has been issued including Site Establishment. work. To be filled in the SSHSF
5.	Signed and dated SHE Management Plan	Yes	To be filled in SSHSF
6.	Organogram	Yes	To be placed on the SSHSF, kept updated
7.	Signed and dated Health and Safety Policies	Yes	To include communication Register and filled in SSHSF
8.	Site Layout Plan	Yes	To be kept updated and filled in SSHSF
9.	Signed and dated Emergency Plan	Yes	To be kept updated and filled in SSHSF
10.	Signed and dated Environmental Management Plan	Yes	To be kept updated and filled in SSHSF
11.	Signed and dated Personal Hygiene and Infectious Disease Management Plan.		To be kept updated and filled in SSHSF.
12.	Signed and dated Fall Prevention Plan	Yes	To be reviewed prior to work being conducted, and filled in SSHSF with communication record.
13.	Demolition Plan	No	To be submitted to CHSR and Structural Engineer for approval before work commences and filled in SSHSF with communication record.
14.	Two signed and dated risk assessments of priority risks as per the risk profile.	Yes	To be submitted with SSHSP for evaluation. To filed in SSHSF and reviewed prior to work being conducted.
15.	Two signed and dated Method Statements/ Safe Work Method Statements for the two priority risk assessments as per item 11.	Yes	To be submitted with SSHSP for evaluation. To filed in SSHSF and reviewed prior to work being conducted.

6.	Risk assessments and Method Statements.	No	To be kept on SSHSF with communication records
17.	Daily Safe Task Instruction (DSTI)	NO	To be signed off at the start and end of shift with communication record, to be kept in SSHSF.
18.	Induction Course	No	To be reviewed, kept updated and include communication record register. Filled in SSHSF.
19.	Toolbox talks	No	To include communication register and filled in SSHSF.
20.	PPE Issue Record	No	To include training in correct use etc and filled in SSHSF.
21.	Sub – Contractor Monthly Audit records	No	To be discussed at SHE Committee meeting, closed out and kept on SSHSF.
22.	External Audit Reports	No	To be discussed at SHE Com Meetings, Internal Meetings etc and filed in SSHSF.
23.	Self-Audit Format	yes	To be completed on a monthly basis, forwarded to team members at least 7 days before progress meeting, to report on close out at the meeting. Filed on the SSHSF.
24.	Sub- Contractor Appointments and scope and list	No	To be kept on SSHSF
25.	Section 37(2) Agreements	No	To be kept on SSHSF
26.	Copy of Construction Regulations	No	To be kept on SSHSF
27.	Construction Manager (CR 8(1))	Yes	Including CV / Proof of Competency. To be kept in the SSHSF
28.	Assistant Construction Manager (CR 8(2))	Yes, if applicable	Including CV / Proof of Competency. To be kept in the SSHSF
29.	SHE Officer (CR 8(5))	Yes	Including CV / Proof of Competency and SACPCMP Registration. To be kept in SSHSF
30.	Construction Supervisor (CR 8(7))	Yes	Including CV / Proof of Competency. To be kept in SSHSF
31.	Assistant Construction Supervisor (CR 8(8))	Yes, if applicable.	Including CV / Proof of Competency. To be kept in SSHSF
32.	Risk Assessor (CR 9 (1))	Yes	Including CV / Proof of Competency. To be kept in SSHSF
33.	Fall Prevention Planner (10 (1)(a))	Yes	Including CV / Proof of Competency. To be kept in SSHS
34.	Temporary Works Designer (CR 12(1))	No	Including CV / Proof of Competency. To be kept in SSHSF
35.	Temporary Works Supervisor (CR 12(2))	No	Including CV / Proof of Competency. To be kept in SSHSF
36.	Excavation Supervisor (CR 13(1)(a))	No	Including CV / Proof of Competency. To be kept in SSHSF

37.	Demolition work Supervisor (14(1))	No	Including CV / Proof of Competency. To be submitted with Demolition Plan. To be kept in SSHSF
38.	Scaffold Supervisor (CR 16(1))	No	Proof of Competency. To be kept in SSHSF
39.	Scaffold Erector (CR 16 (2))	No	Proof of Competency. To be kept in SSHSF
40.	Scaffold Inspector (CR 16(2))	No	Proof of Competency. To be kept in SSHSF
41.	Suspended Platform Supervisor (CR 17(1))	No	Proof of Competency. To be kept in SSHSF
43.	Bulk Mixing Plant Supervisor (CR 20(1))	No	Proof of Competency. To be kept in SSHSF
44.	Construction vehicle and Mobile Plant Operator (CR 23(1)(d))	No	Proof of Competency, medical fitness etc. To be kept in SSHSF
46.	Temporary Electrical Installation Inspector (CR 24(d))	No	Proof of Competency. To be kept in SSHSF
47.	Stacking and storage Inspector (CR 28 (a))	No	Appointment, to be kept in SSHSF
48.	Fire Equipment Inspector (CR 29(h))	No	Including basic Fire Fighting Training proof of competency
50.	Portable Electrical Equipment Inspector (EMR 9)	No	Appointment to be kept in the SSHSF
51.	Accident Incident Investigator (GAR 9(2))	Yes	Including CV / Proof of Competency. To be kept in SSHSF
52.	First Aider GSR (3(4))	No	Including at least Level 2 First Aid Competency. To be kept in the SSHSF
53.	Welding/Flame cutting equipment Inspector (GSR 9)	No	Appointment to be kept in the SSHSF
54.	Ladder Inspector (GSR 13 (a))	No	Appointment to be kept in the SSHSF
55.	Hazardous Chemical Substances Supervisor (HCSR 3(3))	No	Appointment to be kept in the SSHSF
56.	Hand Tool Inspector (Sec 8(2)(a))	No	Appointment to be kept in the SSHSF
57.	SHE Representative (Sec 17)	No	Including proof of Competency. To be filled in SSHSF
58.	Sub-Contractor (CR 7(1)(c))	No	As per applicable legislative requirements
59.	Electrical Contractor (EIR 6)	No	Including proof of Professional Registration
60.	Registered Asbestos Removal Contractor (AR 21(1)(i))	No	Proof of registration with DOL, SHE Plan to be submitted to DEL with Notification. Signed off by AIA and CHSR.
Registers as required by scope of work, equipment, facilities etc.			

HEALTH AND SAFETY IMPLEMENTATION AND MANAGEMENT COSTING GUIDELINE

ITEM	DESCRIPTION	QUANTITY	AMOUNT
1	MEDICALS		
1.1	Pre-employment medical (expire yearly)		
2	SAFETY PLAN		
2.1	Safety File (submit to Department for approval letter)		
	TOTAL		
3	PERSONAL AND GENERAL PROTECTIVE EQUIPMENT		
3.1	Overalls Blue	Min. X2 pp	
3.2	Hard Hats and 3 point Chin Straps		
3.3	Safety Boots/Shoes. Steel toecap Gumboots		
3.4	Gloves		
3.5	Hearing Protection		
3.6	Eye Protection		
3.7	Reflective vests		
3.8	Dust masks		
3.9	Respirator Masks (mandatory for Paint Work)		
	TOTAL		
4	SITE ESTABLISHMENT/ FENCING OF SITE		
4.1	Orange Star Netting - 1.2m High		
4.2	Green mesh fencing material		
4.3	Signages (Mandatory Safety Signage, regulatory, warning and information)		
4.4	Scaffolding Tags		
	TOTAL		
5	EMERGENCY RESPONSE		
5.1	Fire extinguisher - 4.5Kg	1	
5.2	First Aid Box	1	
5.3	Drip Tray for generator	1	
5.4	Oil Spill Kit	1	
	TOTAL		
6	HEALTH AND SAFETY PERSONNEL		
6.1	Construction Work Supervisor CR8.7 /Site Foreman	1	
6.2	Assistant Construction Work Supervisor / Foreman	1	

3	Part Time Safety Officer (SACPCMP Reg)	1	
6.4	Full time Safety Rep (Certificate required)	1	
6.5	Fire Fighter (Certificate required)	1	
6.6	First Aider (Level 2 Certificate required)	1	
6.7	Work at Heights Training Certificates		
6.8	Scaffolding Supervisor/Inspector (Certificate Required)	1	
6.9	Scaffolding Erector (Certificate Required)	1	
	TOTAL		
7	FACILITIES		
7.1	Provision of ablution facilities/toilets (and servicing)	2	
7.2	Provision of eating area		
7.3	Potable Water		
7.4	Toilet Paper and Hand wash soap		
	TOTAL		
8	FALL PREVENTION / PROTECTION		
8.1	Safety harnesses with double lanyards		
8.2	Scaffolding – material, erection and inspection		
	TOTAL		
9	ASBESTOS REMOVAL		
9.1	Registered Asbestos Contractor (with PPE and Safety File)		
9.2	Inspection for approval of equipment (AIA)		
9.3	Disposal Waybill		
	TOTAL		
10	INSURANCES		
10.1	COIDA (Valid letter of Good Standing)		
	TOTAL		
11	EXCAVATIONS		
11.1	Signage		
11.2	Barricading		
11.3	Shoring		
	TOTAL		
12	ELECTRICAL		
12.1	Locks required for lockouts		
12.2	Tags		
12.3	Permit Books		
12.4	Callipers		
12.5	Key Safes		
	TOTAL		
	OVERALL TOTAL (CARRY FORWARD TO MAIN BOQ)		

12.	Compulsory SHE Checklists
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PLEASE NOTE THAT THESE CHECKLISTS ARE ONLY APPLICABLE FOR THE CONSTRUCTION PHASE OF THIS PROJECT AND MUST BE INSERTED WHEN THE SHE SPECIFICATION AND BASELINE RISK ASSESSMENT IS FINALISED AND HANDED TO THE PRINCIPAL CONTRACTOR FOR THE DEVELOPMENT OF HIS SITE-SPECIFIC HEALTH AND SAFETY SPECIFICATION.

WAIVER OF CONTRACTOR'S LIEN

DEFINITIONS

Contractor: _____

Employer: Head: Public Works (KZN Department of Public Works & Infrastructure: Province of KwaZulu-Natal)

Agreement: GCC FOR CONSTRUCTION WORKS - SECOND EDITION 2010

Works (description): **DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAME
PHASE 03: ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**

Site: eThekwini Region: uNtunjambili Kranskop

AGREEMENT

The Contractor waives, in favour of the Employer, any lien or right of retention that is or may be held in respect of the Works to be executed on the Site

Thus done and signed at _____ on _____
[Date]

Name of signatory

Capacity of signatory

As witness

For and on behalf of the contractor who by
signature hereof warrants authorisation
hereto

ADDITIONAL SPECIFICATION - EPWP

SL **EMPLOYMENT AND TRAINING OF EPWP BENEFICIARY ON THE EXPANDED PUBLIC WORKS PROGRAMME (EPWP) Infrastructure Projects:**

CONTENTS

SL 01	SCOPE
SL 02	TERMINOLOGY AND DEFINITIONS
SL 03	APPLICABLE LABOUR LAWS
SL 04	EXTRACTS FROM MINISTERIAL DETERMINATION REGARDING EPWP
SL 05	EMPLOYER'S RESPONSIBILITIES
SL 06	PLACEMENT OF RECRUITED EPWP BENEFICIARY
SL 07	TRAINING OF YOUTH WORKERS
SL 08	BENEFICIARY (EPWP BENEFICIARY) SELECTION CRITERIA
SL 09	CONTRACTUAL OBLIGATIONS IN RELATION TO EPWP BENEFICIARY
SL 10	PROVINCIAL RATES OF PAY
SL 11	MEASUREMENTS AND PAYMENT
EXAMPLE	EPWP EMPLOYMENT AGREEMENT

SL 01 SCOPE

This project is part of the Expanded Public Works Programme aims to train young people and provide them with practical work experience as part of this programme. Youth aged between 18 and 35 will be recruited and trained in skills relevant to the work to be done on this project. These youth will have to be employed by the contractor as part of this project so that they can gain their work experience on these projects. The training of the youth will be coordinated and implemented by a separate service provider. This service provider will provide the contractor with a list of all the youth and the training each of these youth have received. The Contractor will be required to employ all of these youth for a minimum period of 6 months. Furthermore the Contractor will be required to supervise these youth to ensure that the work they perform is of the required standard. If necessary the contractor's staff will be required to assist and mentor the youth to ensure that they are able to perform the type of work they need to do to the satisfactory standards required. The contractor will not be required to employ all youth in the programme at the same time, but may rotate the youth on the project, as long as all youth are employed for the minimum duration stated earlier.

This specification contains the standard terms and conditions for workers employed in elementary occupations and trained on a Expanded Public Works Programme (EPWP) for the Infrastructure Programme.

SL 02 TERMINOLOGY AND DEFINITIONS

SL 02.01 TERMINOLOGY

- (a) EPWP The Code of Good Practice for Expanded Public Works Programmes, which has been gazetted by the Department of Labour, and which provides for special conditions of employment for these EPWP projects. In terms of the Code of Good Practice, the workers on these projects are entitled to formal training, which will be provided by training providers appointed (and funded) by the Department of Labour. For projects of up to six months in duration, this training will cover life-skills and information about other education, training and employment opportunities.

- (b) EPWP Expanded Public Works Programme, a National Programme of the government of South Africa, approved by Cabinet.
- (c) UYF Umsobumvu Youth Fund.
- (d) DOL Department of Labour.

SL 02.02 DEFINITIONS

- (a) “employer” means the contractor or any party employing the worker / beneficiary under the EPWP Programme.
- (b) “client” means the Department of Public Works.
- (c) “worker / trainee” means any person working or training in an elementary occupation on a EPWP.

SL 03 APPLICABLE LABOUR LAWS

In line with the Expanded Public Works Programme (EPWP) policies, the Ministerial Determination, Special Public Works Programmes, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of labour in government Notice No. R63 of 25 January 2002, of which extracts have been reproduced below in clauses SL 04 shall apply to works described in the scope of work and which are undertaken by unskilled or semi-skilled workers. The Code of Good Practise for Employment and Conditions of Work for Expanded Public Works Programmes, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of Labour in Government Notice No. R64 of 25 January 2002 shall apply to works described in the scope of work and which unskilled or semi-skilled workers undertake.

SI 04 EXTRACTS FROM MINISTERIAL DETERMINATION REGARDING EPWP

SL 04.01 DEFINITIONS

- (a) “department” means any department of the State, implementing agent or contractor;
- (b) “employer” means any department that hires workers to work in elementary occupations on a EPWP;
- (c) “worker” means any person working in an elementary occupation on a EPWP;
- (d) “elementary occupation” means any occupation involving unskilled or semi-skilled work;
- (e) “management” means any person employed by a department or implementing agency to administer or execute a EPWP;
- (f) “task” means a fixed quantity of work;
- (g) “task-based work” means work in which a worker is paid a fixed rate for performing a task;
- (h) “task-rated worker” means a worker paid on the basis of the number of tasks completed;
- (i) “time-rated worker” means a worker paid on the basis of the length of time worked
- (j) “Service Provider” means the consultant appointed by Department to coordinate and arrange the employment and training of labour on EPWP infrastructure projects.

SL 04.02 TERMS OF WORK

- (a) Workers on a EPWP are employed on a temporary basis.
- (b) A worker may NOT be employed for longer than 24 months in any five-year cycle on a EPWP.
- (c) Employment on a EPWP does not qualify as employment and a worker so employed does not have to register as a contributor for the purposes of the Unemployment

SL 04.03 NORMAL HOURS OF WORK

- (a) An employer may not set tasks or hours of work that require a worker to work—
 - (i) more than forty hours in any week
 - (ii) on more than five days in any week; and
 - (iii) for more than eight hours on any day.
- (b) An employer and a worker may agree that the worker will work four days per week. The worker may then work up to ten hours per day.
- (c) A task-rated worker may not work more than a total of 55 hours in any week to complete the tasks (based on a 40-hour week) allocated to him.

Every worker is entitled to a daily rest period of at least eight consecutive hours. The daily rest period is measured from the time the worker ends work on one day until the time the worker starts work on the next day.

SL 04.04 MEAL BREAKS

- (a) A worker may not work for more than five hours without taking a meal break of at least thirty minutes duration.
- (b) An employer and worker may agree on longer meal breaks.
- (c) A worker may not work during a meal break. However, an employer may require a worker to perform duties during a meal break if those duties cannot be left unattended and cannot be performed by another worker. An employer must take reasonable steps to ensure that a worker is relieved of his or her duties during the meal break.

SL 04.05 SPECIAL CONDITIONS FOR SECURITY GUARDS

- (a) A security guard may work up to 55 hours per week and up to eleven hours per day.
- (b) A security guard who works more than ten hours per day must have a meal break of at least one hour duration or two breaks of at least 30 minutes duration each.

SL 04.06 DAILY REST PERIOD

Every worker is entitled to a daily rest period of at least eight consecutive hours. The daily rest period is measured from the time the worker ends work on one day until the time the worker starts work on the next day.

SL 04.07 WEEKLY REST PERIOD

Every worker must have two days off every week. A worker may only work on their day off to perform work which must be done without delay and cannot be performed by workers during their ordinary hours of work ("emergency work").

SL 04.08 WORK ON SUNDAYS AND PUBLIC HOLIDAYS

- (a) A worker may only work on a Sunday or public holiday to perform emergency or security work.
- (b) Work on Sundays is paid at the ordinary rate of pay.
- (c) A task-rated worker who works on a public holiday must be paid –
 - (i) the worker's daily task rate, if the worker works for less than four hours;
 - (ii) double the worker's daily task rate, if the worker works for more than four hours.
- (d) A time-rated worker who works on a public holiday must be paid –

- (i) the worker's daily rate of pay, if the worker works for less than four hours on the public holiday;
- (ii) double the worker's daily rate of pay, if the worker works for more than four hours on the public holiday.

SL 04.09 SICK LEAVE

- (a) Only workers who work four or more days per week have the right to claim sick-pay in terms of this clause.
- (b) A worker who is unable to work on account of illness or injury is entitled to claim one day's paid sick leave for every full month that the worker has worked in terms of a
- (c) A worker may accumulate a maximum of twelve days' sick leave in a year.
- (d) Accumulated sick-leave may not be transferred from one contract to another contract.
- (e) An employer must pay a task-rated worker the worker's daily task rate for a day's sick leave.
- (f) An employer must pay a time-rated worker the worker's daily rate of pay for a day's sick leave.
- (g) An employer must pay a worker sick pay on the worker's usual payday.
- (h) Before paying sick-pay, an employer may require a worker to produce a certificate stating that the worker was unable to work on account of sickness or injury if the worker is –
 - (i) absent from work for more than two consecutive days; or
 - (ii) absent from work on more than two occasions in any eight-week period.
- (i) A medical certificate must be issued and signed by a medical practitioner, a qualified nurse or a clinic staff member authorised to issue medical certificates indicating the duration and reason for incapacity.
- (j) A worker is not entitled to paid sick-leave for a work-related injury or occupational disease for which the worker can claim compensation under the Compensation for Occupational Injuries and Diseases Act.

SL 04.10 MATERNITY LEAVE

- (a) A worker may take up to four consecutive months' unpaid maternity leave.
- (b) A worker is not entitled to any payment or employment-related benefits during maternity leave.
- (c) A worker must give her employer reasonable notice of when she will start maternity leave and when she will return to work.
- (d) A worker is not required to take the full period of maternity leave. However, a worker may not work for four weeks before the expected date of birth of her child or for six weeks after the birth of her child, unless a medical practitioner, midwife or qualified nurse certifies that she is fit to do so.
- (e) A worker may begin maternity leave –
 - (i) four weeks before the expected date of birth; or
 - (ii) on an earlier date –
 - (1) if a medical practitioner, midwife or certified nurse certifies that it is necessary for the health of the worker or that of her unborn child; or
 - (2) if agreed to between employer and worker; or
 - (iii) on a later date, if a medical practitioner, midwife or certified nurse has certified that the worker is able to continue to work without endangering her health.

- (f) A worker who has a miscarriage during the third trimester of pregnancy or bears a stillborn child may take maternity leave for up to six weeks after the miscarriage or stillbirth.
- (g) A worker who returns to work after maternity leave, has the right to start a new cycle of twenty-four months employment, unless the EPWP on which she was employed has ended.

SL 04.11 FAMILY RESPONSIBILITY LEAVE

- (a) Workers, who work for at least four days per week, are entitled to three days paid family responsibility leave each year in the following circumstances -
 - (i) when the employee's child is born;
 - (ii) when the employee's child is sick;
 - (iii) in the event of the death of –
 - (1) the employee's spouse or life partner
 - (2) the employee's parent, adoptive parent, grandparent, child, adopted child, grandchild or sibling

SL 04.12 STATEMENT OF CONDITIONS

- (a) An employer must give a worker a statement containing the following details at the start of employment –
 - (i) the employer's name and address and the name of the EPWP;
 - (ii) the tasks or job that the worker is to perform;
 - (iii) the period for which the worker is hired or, if this is not certain, the expected duration of the contract;
 - (iv) the worker's rate of pay and how this is to be calculated;
 - (v) the training that the worker may be entitled to receive during the EPWP.
- (b) An employer must ensure that these terms are explained in a suitable language to any employee who is unable to read the statement.
- (c) An employer must supply each worker with a copy of the relevant conditions of employment contained in this specification.
- (d) An employer must enter into a formal contract of employment with each employee. A copy of a pro-forma is attached at the end of this specification.

SL 04.13 KEEPING RECORDS

- (a) Every employer must keep a written record of at least the following –
 - (i) the worker's name and position;
 - (ii) in the case of a task-rated worker, the number of tasks completed by the worker;
 - (iii) in the case of a time-rated worker, the time worked by the worker;
 - (iv) payments made to each worker.
- (b) The employer must keep this record for a period of at least three years after the completion of the EPWP.

SL 04.14 PAYMENT

- (a) A task-rated worker will only be paid for tasks that have been completed.
- (b) An employer must pay a task-rated worker within five weeks of the work being completed and the work having been approved by the manager or the contractor having submitted an invoice to the employer. Payment must be made in cash, by cheque or by direct deposit into a bank account designated by the worker.
- (c) A time-rated worker will be paid at the end of each month and payment must be made in cash, by cheque or by direct deposit into a bank account designated by the worker.
- (d) Payment in cash or by cheque must take place –
 - (i) at the workplace or at a place agreed to by at least 75% of the workers; and
 - (ii) during the worker's working hours or within fifteen minutes of the start or finish of work;
- (e) All payments must be enclosed in a sealed envelope which becomes the property of the worker.
- (f) An employer must give a worker the following information in writing –
 - (i) the period for which payment is made;
 - (ii) the number of tasks completed or hours worked;
 - (iii) the worker's earnings;
 - (iv) any money deducted from the payment;
 - (v) the actual amount paid to the worker.
- (g) If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it.
- (h) If a worker's employment is terminated, the employer must pay all monies owing to that worker within one month of the termination of employment.

SL 04.15 DEDUCTIONS

- (a) An employer may not deduct money from a worker's payment unless the deduction is required in terms of a law.
- (b) An employer must deduct and pay to the SA Revenue Services any income tax that the worker is required to pay.
- (c) An employer who deducts money from a worker's pay for payment to another person must pay the money to that person within the time period and other requirements specified in the agreement law, court order or arbitration award concerned.
- (d) An employer may not require or allow a worker to –
 - (i) repay any payment except an overpayment previously made by the employer by mistake;
 - (ii) state that the worker received a greater amount of money than the employer actually paid to the worker; or
 - (iii) pay the employer or any other person for having been employed.

SL 04.16 HEALTH AND SAFETY

- (a) Employers must take all reasonable steps to ensure that the working environment is healthy and safe and that all legal requirements regarding health and safety are strictly adhered to.
- (b) A worker must:
 - (i) work in a way that does not endanger his/her health and safety or that of any other person;

- (ii) obey any health and safety instruction;
- (iii) obey all health and safety rules;
- (iv) use any personal protective equipment or clothing issued by the employer;
- (v) report any accident, near-miss incident or dangerous behaviour by another person to their employer or manager.

SL 04.17 COMPENSATION FOR INJURIES AND DISEASES

- (a) It is the responsibility of employers to arrange for all persons employed on a EPWP to be covered in terms of the Compensation for Occupational Injuries and Diseases Act, 130 of 1993.
- (b) A worker must report any work-related injury or occupational disease to their employer or manager.
- (c) The employer must report the accident or disease to the Compensation Commissioner.
- (d) An employer must pay a worker who is unable to work because of an injury caused by an accident at work 75% of their earnings for up to three months. The employer will be refunded this amount by the Compensation Commissioner. This does NOT apply to injuries caused by accidents outside the workplace such as road accidents or accidents at home.

SL 04.18 TERMINATION

- (a) The employer may terminate the employment of a worker provided he has a valid reason and after following existing termination procedures.
- (b) A worker will not receive severance pay on termination.
- (c) A worker is not required to give notice to terminate employment. However, a worker who wishes to resign should advise the employer in advance to allow the employer to find a replacement.
- (d) A worker who is absent for more than three consecutive days without informing the employer of an intention to return to work will have terminated the contract. However, the worker may be re-engaged if a position becomes available for the balance of the 24-month period.
- (e) A worker who does not attend required training events, without good reason, will have terminated the contract. However, the worker may be re-engaged if a position becomes available for the balance of the 24-month period.

SL 04.19 CERTIFICATE OF SERVICE

- (a) On termination of employment, a worker is entitled to a certificate stating –
 - (i) the worker's full name;
 - (ii) the name and address of the employer;
 - (iii) the SPWP on which the worker worked;
 - (iv) the work performed by the worker;
 - (v) any training received by the worker as part of the EPWP;
 - (vi) the period for which the worker worked on the EPWP;
 - (vii) any other information agreed on by the employer and worker.

SL 05 EMPLOYER'S RESPONSIBILITIES

The employer shall adhere to the conditions of employment as stipulated in the *Code of Good Practice for Employment and Conditions of Work for Expanded Public Works Programmes*. Over and above the conditions stipulated above, he shall be responsible to:

- (a) formulate and design a contract between himself/ herself and each of the recruited EPWP beneficiary, ensuring that the contract does not contravene any of the Acts stipulated in South African Law, e.g. Basic Conditions of Employment Act, etc. (A copy of a pro-forma contract is attached at the end of this specification);
- (b) screen and select suitable candidates for employment from the priority list of EPWP beneficiary provided by the Umsobumvu Youth Fund (UYF);
- (c) ensure that the recruited EPWP beneficiary are made available to receive basic life skills training which will be conducted and paid for by the Umsobumvu Youth Fund;
- (d) ensure that all EPWP beneficiary receive instruction on safety on site prior to them commencing with work on site;
- (e) ensure that all EPWP beneficiary are covered under workmen's compensation for as long as they are contracted to the contractor. Payment to the Compensation Commissioner shall be the responsibility of the contractor;
- (f) assist in the identification and assessment of potential EPWP beneficiary to undergo advanced technical training in respective trades;
- (g) test and implement strict quality control and to ensure that the health and safety regulations are adhered to;
- (h) provide all EPWP beneficiary with the necessary protective clothing as required by law for the specific trades that they are involved in.
- (i) provide overall supervision and day-to-day management of EPWP beneficiary and/or sub-contractors; and
- (j) ensure that all EPWP beneficiary are paid their wages on time through a pre-agreed payment method as stipulated in the contract with the EPWP beneficiary.

SL 06

PLACEMENT OF RECRUITED EPWP BENEFICIARY

Employers will be contractually obliged to:

- (a) employ EPWP beneficiary from targeted social groups from the priority list provided by the Service Provider/ Umsobumvu Youth Fund.
- (b) facilitate on-the-job training and skills development programmes for the EPWP beneficiary;
- (c) achieve the following minimum employment targets:
 - (i) 55% people between the ages of 18 and 35
 - (ii) 55% women;
 - (iii) 2% people with disabilities.
- (d) brief EPWP beneficiary on the conditions of employment as specified in sub clause SL 04.09 above;
- (e) enter into a contract with each EPWP beneficiary, which contract will form part of the Employment Agreement;
- (f) allow EPWP beneficiary the opportunity to attend life skills training through DOL. This shall be arranged at the beginning of the contract;
- (g) ensure that payments to EPWP beneficiary are made as set out in sub clauses SL 04.14 and SL 04.15 above.
- (h) set up of personal profile files as prescribed by EPWP beneficiary and as set out in sub clause SL 04.13 above.
- (i) in addition to (h)
 - a copy of the I.D;
 - qualifications;
 - career progress;
 - EPWP Employment Agreement, and
 - list of small trade tools;

must be included in the EPWP beneficiary's personal profile file.

SL 07 TRAINING OF EPWP BENEFICIARY

Three types of training are applicable, namely

- Life skills;
- On the job training and
- Technical Skills training.

Training will be implemented by training instructors accredited by DOL and/or CETA :

- EPWP beneficiary shall be employed on the projects for an average of 6 months.
- EPWP beneficiary shall be deployed on projects in the vicinity of their homes. The same arrangements as for other workers regarding accommodation, subsistence and travel shall be applicable to EPWP beneficiary.

(a) Life skills training

All EPWP beneficiary are entitled to undergo life skills training. Training of this module will be flexible enough to meet the needs of the employer. Training should take place immediately after site hand-over and during the period of site establishment and pre-planning before actual construction starts, alternatively this will be spread over the duration of the contract period. The contractor will be required to work closely with the person to schedule the training sessions so that the timing of the training is aligned with the contractors work schedule and his demand for workers.

(b) On-the job training

The Employer shall provide EPWP beneficiary with on-the-job training to enable them to fulfil their employment requirements. The employer shall also be expected to closely monitor the job performance of EPWP beneficiary and shall identify potential EPWP beneficiary for skills development programmes.

(c) Technical skills training

The Employer shall assist in identifying EPWP beneficiary for further training. These EPWP beneficiary will undergo further technical training to prepare them for opportunities as semi-skilled labourers.

Such training will comprise of an off-site theoretical component and practical training on-site. The contractor will be responsible for on-site practical work under his supervision. EPWP beneficiary who graduate from the first phase of the training programme will be identified and given opportunities to register for skills development programmes. These can ultimately result in a accredited qualification. The programme will consist of theoretical instruction away from the construction site as well as on-site practical work under the supervision of the employer. Candidates will be entitled to employment to complete all training modules.

SL 08 BENEFICIARY (EPWP BENEFICIARY) SELECTION CRITERIA

SL 08.01 PREAMBLE

The *Code of Good Practise for Employment and Conditions of Work for Expanded Public Works Programmes* encourages:

- optimal use of locally-based labour in a Expanded Public Works Programme (EPWP);
- a focus on targeted groups which consist of namely youth, consisting of women, female-headed households, disabled and households coping with HIV/AIDS; and
- the empowerment of individuals and communities engaged in a SPWP through the provision of training.

SL 08.02 BENEFICIARY (EPWP BENEFICIARY) SELECTION CRITERIA

- (a) The EPWP beneficiary of the programmes should preferably be non-working individuals from the most vulnerable sections of disadvantaged communities who do not receive any social security pension income. The local community must, through all structures available, be informed of and consulted about the establishment of any EPWP
- (b) In order to spread the benefit as broadly as possible in the community, a maximum of one person per household should be employed, taking local circumstances into account.
- (c) Skilled artisans from other areas may be employed if they have skills that are required for a project and there are not enough persons in the local communities who have those skills or who could undergo appropriate skills training. However, this should not result in more than 20% of persons working on a programme not being from local communities.
- (d) Programmes should set participation targets for employment with respect to youth, single male- and female-headed households, women, people with disabilities, households coping with HIV/AIDS, people who have never worked, and those in long-term unemployment.
- (e) The proposed targets as set out in sub clause SL 06 (c)
- 55% youth from 18 to 35 years of age;
 - 55% women;
 - 2% disabled.

SL 09 CONTRACTUAL OBLIGATIONS IN RELATION TO YOUTH LABOUR

The EPWP beneficiary to be employed in the programme (EPWP) shall be directly contracted to the employer. Over and above the construction and project management responsibilities, the employer will be expected to perform the tasks and responsibilities as set out in clause SL 05 above.

SL 10 PROVINCIAL RATES OF PAY

It is stipulated that youth workers on the EPWP receive a minimum of R 1 000 per month whilst working and R 600 per month whilst on training in ALL provinces. Should EPWP beneficiary be attending training whilst employed by the contractor, the contractor will still be responsible for payment to the EPWP beneficiary whilst at training.

SL 11 MEASUREMENTS AND PAYMENT

The number of EPWP beneficiary specified for this contract that will receive life skills training is 50 and technical training is 50

**SL 11.01 PAYMENT FOR TRAINING OF EPWP BENEFICIARY
(TARGET:- 50 EPWP BENEFICIARY)**

SL 11.01.01 Skills development and Technical training for EPWP beneficiary for an average of 10 days(Prov.Sum).....Unit: R/EPWP beneficiary

The above item is only applicable if DoL does not fund the Technical Training PRIOR to site handover.

**SL 11.01.02 Penalty due to not meeting the target as in
SL 11.01.01.....Unit: EPWP beneficiary
LESS R 2000 per EPWP beneficiary**

SL 11.02 PAYMENT FOR TRAVELLING AND ACCOMMODATION DURING OFF-SITE TRAINING

SL 11.02.01 Life skills training for 26 days:

- 01 Travelling (based on 50 km/EPWP beneficiary)Unit: km
- 02 Accommodation.....(Prov.Sum).....Unit: R/EPWP beneficiary
- 03 Profit and attendance Unit: %

SL 11.02.02 Skilled development and Technical training:

- 01 Travelling (based on 50 km/EPWP beneficiary).....Unit: km
- 02 Accommodation.....(Prov.Sum)....Unit: R/EPWP beneficiary
- 03 Profit and attendance Unit: %

The units of measurement for sub items SL 11.02.01 (01) and SL 11.02.02 (01) above shall be the distance travelled in km by the EPWP beneficiary trained off site. The tendered rate shall include full compensation to safely transport the youth workers to and from the training venue/s.

The unit of measurement for sub items SL 11.02.01 (02) and SL 11.02.02 (02) above shall be the amounts in Rand expended for accommodation and daily meal allowances for the EPWP beneficiary trained off site that must be arranged by the contractor. Amounts quoted shall be corrected according to re-measurement based on actual invoices.

The tendered percentages under sub items SL 11.02.01 (03) and SL 11.02.02 (03) will be paid to the contractor on the value of each payment pertaining to the accommodation and advance meal allowances to cover his expenses in this regard.

SL 11.03 ALTERNATIVE WORKERS FOR THE PERIOD OF OFF-SITE TRAINING

SL 11.03.01 Life skills training for 26 days Unit: worker-days

SL 11.03.02 Skilled development and Technical training for EPWP beneficiary for (.....) days..... Unit: worker-days

The unit of measurement shall be the number of EPWP beneficiary replaced while in training multiplied by the number of days absent from the site.

The rates tendered shall include full compensation for additional replacement labour during periods of off-site training.

SL 11.04 EMPLOYMENT OF EPWP BENEFICIARY

SL 11.04.01 Employment of EPWP beneficiary.....(Prov.Sum)¹/₄.Unit: R/ worker-month

SL 11.04.02 Employment of EPWP beneficiary.....(Prov.Sum)¹/₄.Unit: R/ worker-month

The unit of measurement shall be the number of EPWP beneficiary at the statutory labour rates of R multiplied by the period employed in months and the rate tendered shall include full compensation for all costs associated with the employment of EPWP beneficiary and for complying with the conditions of contract. The cost for the training shall be excluded from this item. This item is based on 6 months appointment for EPWP beneficiary.

SL 11.05 PROVISION OF EPWP DESIGNED OVERALLS TO EPWP BENEFICIARY

SL 11.05.01 Supply EPWP designed overalls to EPWP beneficiary
..... (Prov.Sum).....Unit: R

EPWP beneficiary overalls should be orange (top and bottom) as per EPWP specification with the exception of Correctional Services contracts where the EPWP beneficiary top would be blue and the bottom orange.

SL 11.05.02 Profit and attendance..... Unit: %

An amount has been provided in the Schedule of Quantities under sub item SL 10.05.01 for the supply of EPWP designed overalls, as per the specification provided by the EPWP unit, arranged by the Service Provider. The Engineer will have sole authority to spend the amounts or part thereof. The tendered percentage under sub items SL 10.05.02 will be paid to the contractor on the value of each payment pertaining to the supply of overalls to cover his expenses in this regard.

SL 11.06 PROVISION OF SMALL TOOLS FOR EPWP BENEFICIARY

SL 11.06.01 Provide all EPWP beneficiary with prescribed tools for their respective trades. Specification for the mentioned tools to be provided by the EPWP Service Provider. These tools will become the property of the EPWP beneficiary after the completion of the programme.....(Prov.Sum)....Unit: R 500-00 /youth worker

SL 11.06.02 Profit and attendance..... Unit: %

SL 11.07 APPOINTMENT OF EPWP BENEFICIARY TEAM LEADER/S

SL 11.07.01 Appointment of (____) EPWP beneficiary team leader/s for the duration of the contract.....(Prov.Sum)..... Unit: R / EPWP beneficiary team leader

The EPWP beneficiary Team Leader will act as CLO/PLO to facilitate the project work between the EPWP beneficiary and the contractor. Umsobumvu Youth Fund can assist with the sourcing of EPWP beneficiary Team Leader for employment by the contractor.

SL 11.08 LIAISON WITH SERVICE PROVIDER.....Unit: hours

The tendered rate shall include full compensation for the cost of liaising with the Service Provider and Social Facilitators on all issues regarding the works.



(Insert Your Company Logo)

(This shall serve as the cover page on employment contracts for local labour)

EMPLOYMENT AGREEMENT

BETWEEN

[CONTRACTOR NAME].....

AND

[WORKER NAME].....

1. PARTIES

The Parties to this Agreement are -

1.1. Contractor: _____
herein represented by: _____
duly authorised thereto

And

1.2. Mr / Me: _____
[worker's name]

2. DEFINITIONS AND INTERPRETATION

2.1. In this Agreement and any Annexure thereto, unless inconsistent with or otherwise indicated by the context-

“Agreement” means the contents of this Agreement.

“Company” means the company that employs the worker

“Department” means the Department of Public Works

“Worker” is a person that performs a specific or necessary task or who completes tasks in a certain way

“EPWP” The Expanded Public Works Programme is a government programme aimed at the alleviation of poverty and unemployment. The programme ensures the full engagement on Labour Intensive Methods of Construction (LIC) to contractors for skills development. The EPWP focuses at reducing unemployment by increasing economic growth by means of improving skills levels through education and training and improving the enabling environment for the industry to flourish.

3. PURPOSE

The purpose of this agreement is to:-

Ensure that the agreement is binding to both the Worker and the Employer.

4. TERMS AND CONDITIONS

- The worker will have no entitlement to the benefits of a full time employee, namely;

- The worker should not have the expectation that this contract will be renewed or extended.
- The worker will be subject to all laws, rules, policies, codes and procedures applicable to the;

- The worker must meet the standards and requirements of the contractor
- The worker must render his/her services during normal working hours of minimum of forty to fifty five hours in any week; which comprise of an eight-hour working day in a five-day week.

5. REMUNERATION

The worker will receive compensation to the amount of R_____00 which must be paid by the 25th or on the last day of each month.

6. ROLES AND RESPONSIBILITIES

6.1 Employer / Worker

- Work for _____ in terms of the period as specified in the employment agreement contract.
- Be available for and participate in all learning and work experience required by the company.
- Comply with workplace policies and procedures.
- Complete any attendance or any written assessment tools supplied by the contractor to record relevant workplace experience.
- Demonstrate willingness to grow and learn through work experience.

Provide the following documentation to the employer,

- Certified identity document not longer than 3 months
- ID size photos
- Sign employment contract

6.2 Employer

- Employ the worker for a period specified in the agreement.
- Provide the worker with appropriate work based experience in the work environment.
- Facilitate payments of wages / stipends.
- Keep accurate records of workers.
- Where a worker/ learner is disabled, the employer will have to provide in the additional needs e.g. special materials, learning aids and in some cases physical or professional support (such aids remain the property of the employer).
- Keep up to date records of learning and discuss progress with the intern on a regular basis.
- Apply fair disciplinary, grievance and dispute resolution procedures to the worker.
- Prepare an orientation/ induction course to introduce worker/ learner to the workplace and specific workplace requirements.
- Ensure the daily attendance register is signed by the worker.

7. DURATION.

This agreement commences on: _____

and

expires on: _____

8. BREACH.

If either party commits any breach of the terms of this contract (and fails to rectify it within 30 days of receipt of a written notice calling it to do so, then) the other party shall be entitled to terminate the contract or to claim specific performance without prejudice to any of its other legal rights, including its rights to claim damages.

9. CONDITIONS OF EMPLOYMENT

9.1. Meal Breaks

- 9.1.1 A worker may not work for more than five hours without taking a meal break of at least thirty minutes duration.
- 9.1.2 An employer and worker may agree on longer meal breaks.
- 9.1.3 A worker may not work during a meal break. However, an employer may require a worker to perform duties during a meal break if those duties cannot be left unattended and cannot be performed by another worker. An employer must take reasonable steps to ensure that a worker is relieved of his or her duties during the meal break.
- 9.1.4 A worker is not entitled to payment for the period of a meal break. However, a worker who is paid on the basis of time worked must be paid if the worker is required to work or to be available for work during the meal break.

9.2. Special Conditions for Security Guards (Only applicable to security Guards)

- 9.2.1 A security guard may work up to 55 hours per week and up to eleven hours per day.
- 9.2.2 A security guard who works more than ten hours per day must have a meal break of at least one hour or two breaks of at least 30 minutes each.

9.3. Weekly Rest Period

Every worker must have two days off every week. A worker may only work on their day off to perform work which must be done without delay and cannot be performed by workers during their ordinary hours of work ("emergency work").

9.4. Work on Sundays and Public Holidays

9.4.1 A worker may only work on a Sunday or public holiday to perform emergency or security work.

9.4.2 Work on Sundays is paid at the ordinary rate of pay.

9.4.3 A task-rated worker who works on a public holiday must be paid;

- (a) the worker's daily task rate, if the worker works for less than four hours;
- (b) double the worker's daily task rate, if the worker works for more than four hours.

9.4.4 A time-rated worker who works on a public holiday must be paid

- (a) the worker's daily rate of pay, if the worker works for less than four hours on the public holiday;
- (b) double the worker's daily rate of pay, if the worker works for more than four hours on the public holiday.

9.5 Sick leave

9.5.1 Only workers who work more than 24 hours per month have the right to claim sick-pay in terms of this clause.

9.5.2 A worker who is unable to work on account of illness or injury is entitled to claim one day's paid sick leave for every full month that the worker has worked in terms of a contract.

9.5.3 A worker may accumulate a maximum of twelve days' sick leave in a year.

9.5.4 Accumulated sick-leave may not be transferred from one contract to another contract.

9.5.5 An employer must pay a task-rated worker the worker's daily task rate for a day's sick leave.

9.5.6 An employer must pay a time-rated worker the worker's daily rate of pay for a day's sick leave.

9.5.7 An employer must pay a worker sick pay on the worker's usual payday.

9.5.8 Before paying sick-pay, an employer may require a worker to produce a certificate stating that the worker was unable to work on account of sickness or injury if the worker is

- (a) absent from work for more than two consecutive days; or
- (b) absent from work on more than two occasions in any eight-week period.

9.5.9 A medical certificate must be issued and signed by a medical practitioner, a qualified nurse or a clinic staff member authorised to issue medical certificates indicating the duration and reason for incapacity.

9.5.10 A worker is not entitled to paid sick-leave for a work-related injury or occupational disease for which the worker can claim compensation under the Compensation for Occupational Injuries and Diseases Act.

9.6. Maternity Leave

- 9.6.1 A worker may take up to four consecutive months' unpaid maternity leave.
- 9.6.2 A worker is not entitled to any payment or employment-related benefits during maternity leave.
- 9.6.3 A worker must give her employer reasonable notice of when she will start maternity leave and when she will return to work.
- 9.6.4 A worker is not required to take the full period of maternity leave. However, a worker may not work for four weeks before the expected date of birth of her child or for six weeks after the birth of her child, unless a medical practitioner, midwife or qualified nurse certifies that she is fit to do so.
- 9.6.5 A worker may begin maternity leave as follows;
- (a) four weeks before the expected date of birth; or
 - (b) on an earlier date
 - (i) if a medical practitioner, midwife or certified nurse certifies that it is necessary for the health of the worker or that of her unborn child; or
 - (ii) if agreed to between employer and worker; or
 - (c) on a later date, if a medical practitioner, midwife or certified nurse has certified that the worker is able to continue to work without endangering her health.
- 10.6 A worker who has a miscarriage during the third trimester of pregnancy or bears a stillborn child may take maternity leave for up to six weeks after the miscarriage or stillbirth.

9.7. Family responsibility leave

9.7. Workers, who work for at least four days per week, are entitled to three days paid family responsibility leave each year in the following circumstances;

- (a) when the employee's child is born;
- (b) when the employee's child is sick;
- (c) in the event of a death of
 - (i) the employee's spouse or life partner;
 - (ii) the employee's parent, adoptive parent, grandparent, child, adopted child, grandchild or sibling.

9.8. Keeping Records

9.8.1 Every employer must keep a written record on site for the duration of the project and three (3) year after completion records should consists of at least the following;

- (a) the worker's name and position;
- (b) copy of an acceptable worker identification
- (c) in the case of a task-rated worker the number of tasks completed by the worker;
- (d) in the case of a time-rated worker, the time worked by the worker;
- (e) payments made to each worker in a form of Proof of Payment, Payroll registers and the acknowledgement of payment receipt signed by the worker.

9.8.2 The employer must keep this record for a period of at least three years after the completion of the EPWP.

9.9. Payment

9.9.1 An employer must pay all wages at least monthly in cash or by cheque or into a bank account.

9.9.2 A worker may not be paid less than the Ministerial Determination wage rate.

9.9.3 A task-rated worker will only be paid for tasks that have been completed.

9.9.4 An employer must pay a task-rated worker within five weeks of the work being completed and the work having been approved by the manager or the contractor having submitted an invoice to the employer.

9.9.5 A time-rated worker will be paid at the end of each month.

9.9.6 Payment must be made in cash, by cheque or by direct deposit into a bank account designated by the worker.

9.9.7 Payment in cash or by cheque must take place

- (a) at the workplace or at a place agreed to by the worker;
- (b) during the worker's working hours or within fifteen minutes of the start or finish of work;
- (c) in a sealed envelope which becomes the property of the worker.

9.9.8 An employer must give a worker the following information in writing

- (a) the period for which payment is made;
- (b) the numbers of tasks completed or hours worked;
- (c) the worker's earnings;
- (d) any money deducted from the payment;
- (e) the actual amount paid to the worker.

9.9.9 If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it.

9.9.10 If a worker's employment is terminated, the employer must pay all monies owing to that worker within one month of the termination of employment.

9.10. Inclement weather

If no work has begun on site, and if an employee has reported for work, the employee will be paid for four hours. Should work be stopped after the first four hours, the employee will be paid for the hours worked. Where the employer has given employees notice on the previous working day that no work will be available due to inclement weather, then no payment will be made.

9.11. Deductions

9.11.1 An employer may not deduct money from a worker's payment unless the deduction is required in terms of a law.

9.11.2 An employer must deduct and pay to the SA Revenue Services any income tax that the worker is required to pay.

9.11.3 An employer who deducts money from a worker's pay for payment to another person must pay the money to that person within the time period and other requirements specified in the agreement of Law; court order or arbitration

9.11.4 It is the responsibility of the employers to arrange for all persons employed on a Project to be covered in terms of the Unemployment Insurance Fund Contributions Act, 2002 (Act No. 4 of 2002)

9.11.5 An employer may not require or allow a worker to

- (a) repay any payment except an overpayment previously made by the employer by mistake;

- (b) state that the worker received a greater amount of money than the employer actually paid to the worker; or
- (c) pay the employer or any other person for having been employed.

9.12. Health and Safety

9.12.1 Employers must take all reasonable steps to ensure that the working environment is healthy and safe.

9.12.2 A worker must;

- (a) work in a way that does not endanger his/her health and safety or that of any other person;
- (b) obey any health and safety instruction;
- (c) use any personal protective equipment or clothing issued by the employer;
- (d) report any accident, near-miss incident or dangerous behaviour by another person to their employer or manager.

9.13. Compensation for Injuries and Diseases

9.13.1 It is the responsibility of the employers to arrange for all persons employed on a Project to be covered in terms of the Compensation for Occupational Injuries and Diseases Act, 130 of 1993 as amended by COIDA Act 61, 1997.

9.13.2 A worker must report any work-related injury or occupational disease to their employer or manager.

9.13.3 The employer must report the accident or disease to the Compensation Commissioner.

9.13.4 An employer must pay a worker who is unable to work because of an injury caused by an accident at work 75% of their earnings for up to three months. The employer will be refunded this amount by the Compensation Commissioner. This does NOT apply to injuries caused by accidents outside the workplace such as road accidents or accidents at home.

9.14. Termination

9.14.1 The employer may terminate the employment of a worker for good cause after following a fair procedure.

9.14.2 A worker will not receive severance pay on termination.

9.14.3 A worker is not required to give notice to terminate employment. However, a worker who wishes to resign should advise the employer in advance to allow the employer to find a replacement.

9.14.4 A worker **who is absent for more than three consecutive days** without informing the employer of an intention to return to work will have terminated the contract. However, the worker may be re-engaged if a position becomes available.

9.14.5 A worker who does not attend required training events, without good reason, will have terminated the contract. However, the worker may be re-engaged if a position becomes available.

Notice procedure is as follows;

- One week if employed for four weeks or less
- Two weeks if employed for more than four weeks but not more than a year
- Four weeks if employed for one (1) year or more

9.15. Certificate of Service

9.15.1 On termination of employment, a worker is entitled to a certificate stating;

- (a) the worker's full name;
- (b) the name and address of the employer;
- (c) the Project on which the worker worked; the work performed by the worker;
- (d) any training received by the worker;
- (e) the period for which the worker worked on the Project; and
- (f) any other information agreed on by the employer and worker.

9.16. DOMICILE

The address to which notices and all legal documents may be delivered or served are as follows:

Employee Details

Name & Surname: _____

ID No: _____

Residential Address: _____

Contact No: _____

Date of Employment: _____

To be supervised by:	Main Contractor:	
	or Sub Contractor:	
Category of employment:	Skilled:	
	Semi-skilled:	
	Unskilled:	

For Skilled & Semi-skilled state the trade: _____

Period of employment: Fixed for until when your services are still required on site

I confirm that I have been inducted and fully understand the condition of my appointment.

Employee Signature: _____ Witness by SGB/CLO: _____

Signature by Witness: _____

Employer Details

Name & Surname: _____

Designation: _____

Contact No: _____ Signature: _____



EXPANDED PUBLIC WORKS PROGRAMME

The Attendance Register for on-site Workers

Reporting month: _____
Surname: _____

Cell No: _____
First Name: _____

Project Name: **DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAMME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL**

Project Code: **065447**

Tender No **ZNTD 06396 W**

IDENTITY NUMBER: _____

Day	Date	Time In	Signature	Time Out	Signature	Report On Any Formal Training Provided In The Reporting Month
WEEK 1						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
WEEK 2						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
WEEK 3						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
WEEK 4						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
WEEK 5						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
Total Days worked						

BUSINESS PLAN

Reference No	
Profile ID	
Project Name	
Project Details	
Project Name	
Project Reference Number	
Project description	
Project Start Date	
Project End Date	
Estimated Budget	
Project Location	
Province	
District/Metro Municipality	
Local Municipality/Metro Region	
Latitude (in decimal format)	
Longitude (in decimal format)	
Public Body Details	
Public body sphere	
Reporting public body that is the project owner (and will report on the project)	
Implementing public body type	
Public body that will implement the project	
IDP reference number allocated to the project	
EPWP Details	
EPWP Sector	
EPWP Program	
EPWP Sub programme	
Budget Amount	
April 2014/March 2015	
April 2015/March 2016	
Total Budget Amount	
Wages	
UIF	
COIDA	
Training	
Administration	
Equipment and materials	
Other	
Describe other	
Outputs and Training	
Output	
Description	
Target Quantity	
Number of persons to be trained	
Contact person	
Title	
Initials	
First Name	
Surname	
Email	
Tel (Office)	
Fax Number	
Cell Number	
Physical Address 1	
Physical Address 2	
Physical Address 3	
Physical Address 4	
Postal Address 1	
Postal Address 2	
Postal Address 3	
Postal Address 4	

KZN PUBLIC WORKS
Monthly Data collection for LOCAL Labour



Name of Contractor: _____

Name of Project: _____

Project Code: _____

065447

Project location name (area): _____

Reporting month: _____

Project location (Ward No.): _____

DPW&I: DEPARTMENT OF EDUCATION: WATER AND SANITATION PROGRAMME PHASE 03:
ETHEKWINI REGION: NGCOLOSI SECONDARY SCHOOL

Beneficiary Details																	Experience/ Literacy				Location Details			Household Details						
No	First Name	Initial	Surname	ID number				D.O.B	Gender F/M	Disability Y/N	Start Date on the current month	End Date on the current month	Total days worked	Job description	Registered on UIF (Y/N)	Registered with COVID (Y/N)	Are you receiving any Gov grant? (Y/N)	1st Language	Other Language 1	Other Language 2	Education Level (See Codes below)	Highest Level of Education	Address	Ward No.	Cell No.	Nationality	No. of people in Household	No. of Dependents in Household	No. of Children attending school	
1																														
2																														
3																														
4																														
5																														
6																														
7																														
8																														
9																														
10																														

• Education Levels - use the codes (1,2,3) on the excel spreadsheet

- o (1) Unknown (3) Grade 1-3 (Sub A - Std 1)
- o (2) No School (4) Grade 4 (Std 2) ABET 1

- (5) Grade 5-6 (Std 3-4) ABET 2
- (6) Grade 7-8 (Std 5-6) ABET 3
- (7) Grade 9 (Std 7) ABET 4
- (8) Grade 10-11 (Std 8-9)
- (9) Grade 12 (Std 10)
- (10) Post Matric

Contractor sign: _____

Designation: _____

Date: _____

Contact no: _____

DPW Official/Consultant sign: _____

Designation: _____

Date: _____

Contact no: _____

EPWP Official sign: _____

Designation: _____

Date: _____

Contact no: _____

KZN PUBLIC WORKS

Worker payment capture form for LOCAL Labour



KWAZULU-NATAL PROVINCE
PUBLIC WORKS & INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

Name of Contractor: _____

Project Code: _____

065447

Name of Project: **DPW&I: DEPARTMENT OF EDUCATION:
WATER AND SANITATION PROGRAMME PHASE
03: ETHEKWINI REGION: NGCOLOSI
SECONDARY SCHOOL**

Reporting month: _____

Reporting month:

Payment Upload										
No.	First Name	Initials	Surname	Identity No.	D.O.B	Job Description	Daily Wage Rate	Total Paid Days	Total Amount Paid	Total days Worked Days
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

Contractor sign: _____
Designation: _____
Date: _____
Contact no: _____

DPW Official/Consultant sign: _____
Designation: _____
Date: _____
Contact no: _____

EPWP Official sign: _____
Designation: _____
Date: _____
Contact no: _____



Name of Contractor: _____
Name of Project: _____

DPW&I: DEPARTMENT OF EDUCATION: WATER AND
SANITATION PROGRAMME PHASE 03: ETHEKWINI REGION:
NGCOLOSI SECONDARY SCHOOL

Project Code: _____

065447

Reporting month: _____

Training														
No	Name	Surname	ID No.	Job description	Course Name	Was training Accredited or Non - accredited by a relevant SETA	Start date on current month	End date on current month	Training Days Paid	Training Days Not Paid	Total Number of Training Days	Cost per trainee	Is training complete or on - going	Name of Training Provider
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
11														
12														
13														
14														
15														

Contractor sign: _____

Designation: _____

Date: _____

Contact no: _____

DPW Official/Consultant sign: _____

Designation: _____

Date: _____

Contact no: _____

EPWP Official sign: _____

Designation: _____

Date: _____

Contact no: _____