



Project Health and Safety Specification

In terms of OHS ACT 85 Of 1993 & and Construction Regulations 2014

Project Name: Supply and Replacement of Asbestos Roofs at Various Community Halls and Creches: Thembaletu Community Hall, Pacaltsdorp Community Hall, Sonnebloem Creche and Blanco Creche.

For: George Municipality – Corporate Services

PROJECT DIRECTORY

CLIENT

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Project Details

Provisional Start Date:	TBC
Provisional Completion Date:	TBC
Proposed Contract Duration:	TBC
Proposed Project Value:	TBC
Notification of Construction Work:	Yes
Required safety personnel	Fully Registered CHSO
Frequency of Compliance Monitoring & Enforcement for PC and Asbestos Contractor	Fortnightly
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PROJECT HEALTH AND SAFETY SPECIFICATION TABLE OF CONTENTS

CONTENT	PAGE NUMBER
1.Purpose	3
1.1. Reference	3
2.Client Statement	4
2.1. Project Details	5
2.2. Existing Environment	5
2.3 Hazards Particular to B.R.A	6
2.3.1. Potential Sources of Risk	6
2.4. Client Safety Rules	7
3. Standard Occupational health and Safety Specification	8
3.1. Scope	8
3.2. Application	8
3.3. Definition	8
3.4. General Health and Safety Provisions	10
3.4.1. Notification of Construction Work	10
3.4.2. Assignment of Responsible Persons	11
3.4.3. Compensation of Occupational Injuries and Diseases Act	12
3.4.4. Occupational health and Safety policies	12
4. Ergonomics	13
4.1. Issue Based Risk Assessment	13
4.2. Continuous Risk Assessment	13
4.3. Inductions and Training	13
4.4. Medical Certificate of Fitness	14
4.5. Awareness	14
4.6. General Recordkeeping	14
4.7. General Inspection, Monitoring and Recording	15
4.8. Emergency Procedures	15
4.9. First Aid Box & First Aid Equipment	15
4.10 Accident/Incident Reporting and Implementation	15
5.Hazard & Potential Situation Communication	16
5.1. Personal Protective Equipment & Clothing	16
5.2. Consolidated H&S File	16
5.3. Stacking Of materials	16
5.4. Hazardous Chemical Substances	17
5.5. Fire extinguishers & Fire Fighting	17
5.6. Hired Plant & Machinery	17
5.7. Hand Tools	18
5.8. Public health and Safety	18
5.9. Severe Weather Conditions	18
5.10. Occupational health	18
5.11. Duties of Principal Contractor	19

6. Asbestos Abatement Requirements	19
6.1 Reference Standards	19
6.2 Submittals	19
6.2.1 Pre-Construction Phase	19
6.2.2 Construction Phase	20
6.3 Execution	21
6.3.1 Construction Requirements	21
6.3.2 Handling & Disposal Requirements	22
Additional Requirements	25 - 29
Acknowledge of Document	30

1. PURPOSE

The purpose of this document is to provide health and safety information pertaining to the specific project risks known by the Client, Designer and Client Agent. These risks are applicable to this project and may not necessarily be common knowledge to the Contractor. The information encapsulated in this document serve to align the Principal Contractor towards the achievement of the required compliance to the OHS Act (Act 85 of 1993), the Construction Regulations of 2014 and all the other relevant legislative mandates, regulations and attributed Norms and Standards revolving around the scope of works delineated for the nature of this project.

The Principal Contractor must take this information into account and ensure that their tenders include adequate resources to deal with the matters detailed in this document. Compliance must be ensured by the Contractor and Appointed Sub- Contractor to all relevant legislation. Safeguarding of employees, Contractors and other persons affected by the construction activities must be ensured.

1.1 Reference should be made to the following documentation in conjunction with this safety specification:

- (a) Engineers Drawings
- (b) Designers Input
- (c) Tender Documents
- (d) Legal mandates and relevant Municipal By-Laws

References used for the drafting of this specification.

OHS Act – Occupational Health and Safety act 85 of 1993 and all regulations promulgated under this act, special reference to Regulations for Hazardous Chemical Agents, 2021

Construction Regulations – The Construction Regulations, 2014. Gazetted on GNR. 84 of 7 February 2014.

Asbestos Regulations - Asbestos Abatement Regulations, 2020. Gazetted on GNR. 1196 of 10 November 20230.

NEMA (ACT 107 OF 1998) – National Environmental Management Act 107 of 1998 and relevant specific environmental management acts promulgated under this act, special reference to NEM: WA (Act 59 of 2008), and NEM: AQA (Act 39 of 2004).

NEM: AQA (Act 39 of 2004) - National Environmental Management: Air Quality Act 39 of 2004 and regulations promulgated under this act.

NEM: WA (Act 59 of 2008) – National Environmental Management: Waste Act 59 of 2008 and regulations promulgated under this act, with reference to the National Waste Management Strategy, the Waste Classification Regulations and supporting Norms and Standards.

Environmental Regulations for Workplaces – The Environmental Regulations for Workplaces, 1987. Gazetted on GNR. 2281 OF 16 October 1987.

Electrical Regulations – Under department of Minerals and Energy

The Waste Classification and Management Regulations, 2013, published as Government Notice No. R. 634 of 23 August 2013

The National Norms and Standards for the Assessment of Waste for Landfill Disposal, published as Government Notice No. R. 635 of 23 August 2013.

COIDA Act - Compensation for Occupational Injuries and Diseases Act

Due to potentially dangerous operations being undertaken in replacing asbestos roofing across various community halls and creches within the municipality. In many instances non-compliances to the Occupational Health and Safety Act (OHS Act) has resulted in severe consequences for the parties involved. The Client is determined to ensure the highest health and safety standards throughout the Contract.

Every Employer will provide and maintain, as far as reasonably practicable, a set working environment that is safe and without risk to the health of his employees. OHS Act 8 (1) Compliance with the OHS Act and Regulations will not be limited to this specification and the definitions contained in this document.

This document should be used to assist the Principal Contractor towards achieving compliance with the OHS Act.

2. CLIENT STATEMENT OF COMMITMENT TO OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT.

George Municipality (The Client) is committed to ensure that compliance to all the relevant legislation regarding Occupational Health and Safety is maintained and no accident occurs.

- i. This document must be used as a means of measuring performance of all parties entering a contract with the project Client or Contractor in Occupational Health and Safety Standards.
- ii. The Project Client does not accept any liability which may result from the Contractor failing to comply with the Document; the Contractor remains responsible for achieving the required performance levels.
- iii. This document forms part of the Contract, and Contractors are required to make it part of their Contracts with Sub-Contractors and Suppliers.

The successful Contractor will ensure that a Site-Specific Health and Safety Plan complying with all the relevant legal requirements and this document is compiled and approved by the Client/Client Agent before commencement of Construction.

2.1. PROJECT DETAILS

2.1.1 DESCRIPTION OF WORK

Contract No: T/ING/002/2022 - Work Package B036

The Principal Contractor will be responsible for the removal and replacement of asbestos roofing across various community halls and creches within the municipality. The attributed scope of works will be as follows (but not limited to the listed items):

1. Removal, storage, and disposal of existing asbestos (hazardous material) roof coverings.
2. Removal of existing Gutters half rounds, including brackets, downpipe swan neck, gutter outlet, downpipes & stop ends.
3. Supply and installation of Gutters half rounds, including brackets, downpipe swan neck, gutter outlet, downpipes & stop ends.
4. Removal of existing asbestos roof fastenings including ridge caps, fascia boards and barge boards.
5. Supply and install new IBR iron roof sheets (6600 x 0.47mm) with cap roofing ridge, fascia boards and barge boards. SABS approved overall cover width to be 737mm. Certificate of compliance for materials, coatings and a quality control programme shall be submitted to the Municipality for review prior to commencement of any work.

2.2 EXISTING ENVIRONMENT

The project will take place at the following facilities within the municipality's jurisdiction:

1. Themba lethu Community Hall.
2. Pacaltsdorp Community Hall.
3. Sonnebloem Creche.
4. Blanco Creche.

General duties of employers and self-employed persons to persons other than their employees:

- Every employer shall conduct his undertaking in such a manner as to ensure, as far as is reasonably practicable, that persons other than those in his employment who may be directly affected by his activities are not thereby exposed to hazards to their health or safety.
- Every self-employed person shall conduct his undertaking in such a manner as to ensure, as far as is reasonably practicable, that he and other persons who may be directly affected by his activities are not thereby exposed to hazards to their health or safety.

2.3 HAZARDS PARTICULAR TO THIS PROJECT BASELINE RISK ASSESSMENT

2.3.1 POTENTIAL SOURCES OF RISK

The following potential sources of risk to the health and safety of persons on site have been identified, as per the risk assessment which accompanies this health and safety specification, and must, as a minimum, be appropriately addressed by the Principal Contractor's health and safety plan. In addition, the Principal Contractor must perform its own activity risk assessments to enable it to take precautions to protect the health and safety of persons on site, to comply with the Principal Contractor's obligations under the Act and all Regulations made thereunder, including the Constructions Regulations.

All such precautionary measures and procedures must be included in the Principal Contractor's health and safety plan, which must be submitted to the Client's health and safety agent for review and approval and where applicable should include:

- Noise.
- Demolitions.
- Rehabilitation of previously demolished structures.
- Dust management.
- Drilling (Breaking of walls).
- Formwork and support work.
- Scaffolding.
- Electrical tools and electrical machinery.
- Electrical installations.
- Housekeeping.
- Stacking and storage.
- Fire risks and fire prevention.
- Hot work (steel cutting and welding).
- Portable electrical equipment.
- Drug and alcohol use.
- Fall protection.
- Use of ladders and material.
- Working in elevated position/ at height.
- Materials hoist.
- Excavations.
- Water hazards
- Site establishment.
- Concrete work.
- Installation of hoarding.
- Asbestos containing materials.

The risk assessment to be included in the health and safety plan must clearly indicate:

- The methodology used to implement the risk assessments.
- A distinct breakdown of processes and activities covered therein.
- Subsequent hazards identified.
- Risk calculations considering consequence, frequency, and likelihood.
- A competent Risk assessor must be appointed by the Principal Contractor to oversee the holistic implementation of risk assessments.

The following materials and substances have, or may have, to be used in the works or is present and are identified as potentially posing special health and / or safety hazards during the project. Appropriate measures will need to be specified for their control:

- Cement.
- Diesel.
- Petrol.
- Asbestos containing material.

2.4 THE FOLLOWING CLIENT SAFETY RULES AND/OR REQUIREMENTS ARE TO BE OBSERVED:

Safety Rules

Covid-19	Wash hands with soap and water or sanitize regularly.
Manual Lifting	Keep your back straight, Bend the knees, don't reach and lift, Get help for heavy loads.
Falls & Falling Objects	Look before you step, keep all walk areas clean, stay out from under loads, don't use unsafe ladders
Working with Electricity	Avoid contact with energized electrical circuits, always use insulated tools, always use appropriate insulated rubber gloves and goggles, follow lock out and tag out procedure requirements never work on energized systems
Unsafe Use of Tools	Inspect regularly, report all defects at once, use the right tool safely, Put it away safely
Protective Equipment	Ensure you use the correct PPE for the job at hand
Housekeeping	A clean job is a safe job, use waste bins, Pile materials safe and neat, Remove hazardous debris
Teamwork	Plan all work with safety - Protect fellow workers
Asbestos Management	An accredited Asbestos Contractor must be appointed.
	A holistic asbestos abatement plan must be developed and implemented by the appointed Asbestos Contractor.
	Handling, Transporting and Disposal certificates to be issued by the Competent parties related to each aspect, and thoroughly recorded in the project OHS File.

LABOUR RECORDS

At the end of each week the Principal Contractor will provide a written record, in schedule form reflecting the number and description of tradesmen and labourers employed by him and all his sub-Service Providers on the works each day. The record must also indicate total amount of people on site as well as total hours worked for the week.

GENERAL PROJECT INFORMATION

The purpose of this section is to provide general health and safety information about construction risks which are applicable to the construction industry. The Contractor must take all information in this section into account and ensure that their tenders include adequate resources to deal with the matters detailed below. All relevant risks must be dealt with in compliance with legislation.

3. STANDARD OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION

3.1 SCOPE

1. This Section covers the requirements for eliminating and mitigating incidents within the Contract. The scope addresses minimum legal compliance, hazard and risk management, promotion of a health and safety culture amongst all parties involved in the project and those affected by the activities taking place.
2. Principal Contractors employed by The Client / Health and Safety Agent must ensure that the provisions of the specifications are applied both on the site and all off site activities relating to this project.
3. The Principal Contractor must enforce the provisions of these Specifications amongst all Sub-Contractors and suppliers for the project.

3.2 APPLICATION

The Occupational Health and Safety Specification contains clauses that are applicable to the scope of work in question and impose pro-active controls associated with activities that impact on human health and safety as it relates to public safety and or all stakeholders involved. Compliance to the requirements of the Act is in addition to the requirements of the Occupational Health and Safety Specification and form part of the Principal Contractor's responsibility. The Client / Client Agent will monitor the Service Providers compliance with the requirements of the OHS Act.

3.3 DEFINITIONS

For this Occupational Health and Safety Specification the following definitions, hereunder will apply:

“agent” means a competent person who acts as a representative for a Client.

“Asbestos Abatement Contractor” means the company, agency, or entity licensed by TDH that has been retained by the Principal Contractor to perform asbestos abatement and other associated functions.

“Air Monitoring Technician” means the person licensed to conduct air monitoring for an asbestos abatement project or related activity.

“Air Monitoring” means the monitoring of the concentrations of airborne hazardous chemical substances.

“Asbestos Containing Material (ACM)” means material or products that contain more than 1.0 percent of any kind of asbestos.

“Asbestos Containing Waste Material (ACWM)” means an undesirable or superfluous asbestos-containing by-product, emission or residue of any process or activity that has been - Discarded by any person; Accumulated and stored by any person with the purpose of eventually discarding it with or without prior treatment connected with the discarding thereof;

or Stored by any person with the purpose of recycling, re-using or extracting a usable product from such matter.

“Asbestos” means any of the following minerals – Amosite; Chrysolite; Crociodite; Fibrous actinolie; Fibrous anthophylite; Fibrous tremolite.

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 to 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.
- (b) Is familiar with the Act and with the applicable regulations made under the Act;

"Certificate of compliance" means

- (a) a certificate with a unique number obtainable from the chief inspector, or a person appointed by the chief inspector, in the form of Annexure 1 J and issued by a registered person in respect of an electrical installation or part of an electrical installation; or
- (b) a certificate of compliance issued under the Electrical Installation Regulations, 1992;

"client" means any person for whom construction work is being performed;

Hazard

Means a source of or exposure to danger which may cause injury or damage to persons or property;

Hazard identification

Means the identification and documenting of existing or expected hazards to health and safety of persons which are normally associated with the type of construction work being executed or to be executed;

Hazardous Waste

Hazardous waste is a waste that contains organic or inorganic elements or compounds that may, owing to the inherent physical, chemical, or toxicological properties of that waste, have a detrimental impact on health or the environment.

"Health and safety file " means a file, or other record containing the information in writing required by these Regulations.

"health and safety plan" means a site, activity or project specific documented plan in accordance with the Client's health and safety specification;

"installation work" means

- (a) the installation, extension, modification or repair of an electrical installation;
- (b) the connection of machinery at the supply terminals of such machinery; or
- (c) the inspection, testing and verification of electrical installations for the purpose of issuing a certificate of compliance.

"Medical certificate of fitness" means a certificate contemplated in regulation 7(8).

Risk

Means the probability or likelihood that a hazard can result in injury or damage.

Risk assessment

Means a program to determine any risk associated with any hazard at a construction site, in order to identify the steps needed to be taken to remove or control such hazard

"supplier"

in relation to a particular electrical installation, means any person who supplies or contracts or agrees to supply electricity to that electrical installation;

The Act

Means, unless the context indicates otherwise, the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and Regulations promulgated there under.

3.4 GENERAL HEALTH AND SAFETY PROVISIONS

3.4.1 Notification of Intention to Commence Construction Work

A contractor who intends to carry out any construction work other than work contemplated in regulation 3(1), must at least 7 days before that work is to be carried out notify the provincial director in writing in a form similar to Annexure 2 if the intended construction work will—

- (a) include excavation work;
- (b) include working at a height where there is risk of falling;
- (c) include the demolition of a structure; or
- (d) include the use of explosives to perform construction work.

3.4.2 Assignment of Contractor's Responsible Persons To Supervise Health & Safety On Site

3.4.2.1 Competency for Principal Contractor's Responsible Persons

The Principal Contractor's responsible persons will be competent in health and safety and will have undergone Health and Safety Management Courses. Typical courses will include, HIRA, Legal liability, Incident Investigation, Construction regulations 2014 and OHS Act

training. Proof must also be provided that the relevant appointed responsible person has experience related to the work that will be conducted.

The following personnel must be appointed, with proof of competency provided:

I. Construction Manager

1. A principal contractor must in writing appoint one full-time competent person as the construction manager with the duty of managing all the construction work on a single site, including the duty of ensuring occupational health and safety compliance, and in the absence of the construction manager an alternate must be appointed by the principal contractor.
2. Where the construction manager has not appointed assistant construction managers as contemplated in Construction Regulation 8(2) or, in the opinion of an inspector, a sufficient number of such assistant construction managers have not been appointed, that inspector must direct the construction manager in writing to appoint the number of assistant construction managers indicated by the inspector, and those assistant construction managers must be regarded as having been appointed under Construction Regulation 8(2).
3. No construction manager appointed under Construction Regulation 8(1) may manage any construction work on or in any construction site other than the site in respect of which he or she has been appointed.
4. A construction manager must in writing appoint construction supervisors responsible for construction activities and ensuring occupational health and safety compliance on the construction site.

II. Assistant Construction Manager

A principal contractor must upon having considered the size of the project, in writing appoint one or more assistant construction managers for different sections thereof: Provided that the designation of any such person does not relieve the construction manager of any personal accountability for failing in his or her management duties in terms of this regulation.

III. Construction Safety Officer

1. A contractor must, after consultation with the client and having considered the size of the project, the degree of danger likely to be encountered or the accumulation of hazards or risks on the site, appoint a full-time or part-time construction health and safety officer in writing to assist in the control of all health and safety related aspects on the site: Provided that, where the question arises as to whether a construction health and safety officer is necessary, the decision of an inspector is decisive.
2. No contractor may appoint a construction health and safety officer to assist in the control of health and safety related aspects on the site unless he or she is reasonably satisfied that the construction health and safety officer that he or she intends to appoint is registered with a statutory body approved by the Chief Inspector and has necessary competencies and resources to assist the contractor.

IV. Construction Supervisor

1. A contractor must, upon having considered the size of the project, in writing appoint one or more competent employees for different sections thereof to assist the construction supervisor contemplated in Construction Regulation 8(7) and every such employee has, to the extent clearly defined by the contractor in the letter of appointment, the same duties as the construction supervisor: Provided that the designation of any such employee does not relieve the construction supervisor of any personal accountability for failing in his or her supervisory duties in terms of this regulation.
2. Where the contractor has not appointed an employee as contemplated in Construction Regulation 8(8), or, in the opinion of an inspector, a sufficient number of such employees have not been appointed, that inspector must instruct the employer to appoint the number of employees indicated by the inspector, and those employees must be regarded as having been appointed under Construction Regulation 8(8).
3. No construction supervisor appointed under Construction Regulation 8(7) may supervise any construction work on or in any construction site other than the site in respect of which he or she has been appointed: Provided that if a sufficient number of competent employees have been appropriately designated under Construction Regulation 8(7) on all the relevant construction sites, the appointed construction supervisor may supervise more than one site.

The Principal Contractor will provide proof of the abovementioned appointments and any relevant appointments in writing (as stipulated by the OHS Act), prior to commencement of work.

3.4.3 Compensation of Occupational Injuries and Diseases Act 130 Of 1993 (COIDA Act)

The Principal Contractor will submit a letter of good standing with the Compensation Insurer to The Client/ Client Agent, within 10 working days from receipt of the Letter of Acceptance from The Client/ Client Agent prior to commencing work on site.

3.4.4 Occupational Health and Safety Policy

1. The Principal Contractor shall have a HSE Policy (or policies) in line with the OHS Act 85 of 1993 section 7 requirements, the policy shall be duly signed by an authorised signatory. The policy must address commitments relating to the protection of the Health and Safety of Service Provider's personnel and others, as well as the protection of the environment, in and about the execution of the works.
2. Copies of the Service Providers HSE Policy shall be provided as and when Service Providers are appointed.
3. The Principal Contractor shall prominently display a copy of the policy in the workplace where his employees normally report for service.

4. ERGONOMICS MUST BE ADDRESSED IN THE RISK ASSESSMENT – REFER TO ERGONOMICS REGULATIONS, 2019

4.1 Issue Based Risk Assessment

As circumstances and needs arise, separate risk assessment will need to be conducted. An additional risk assessment will need to be conducted when for example:

- (a) A new operation introduced onto site
- (b) A system for work is changed
- (c) After an accident or a 'near miss' has occurred

4.2 Continuous Risk Assessment

1. This should take place continually, as it forms an integral part of day-to-day management.
2. It should be conducted by frontline supervisors on a DSTI (Daily Safe task instruction) on site and it is essential that formal training is provided to enable the said personnel to be efficient in conducting said assessment. The Principal Contractor must ensure that the Risk Assessment identifies the hazards present in work activities on site. This must be followed by an evaluation of the risks involved considering those precautions already being taken.

4.3 Inductions & Training

1. The Principal Contractor will ensure that all employees under his / her control have gone through and internal health and safety induction **before being allowed to perform any task on site**, a copy of the induction material must also be available as proof of topics discussed during induction. The Principal Contractor will keep a copy of the attendance register of all his / her employees who attended the induction. The Principal Contractor must ensure that as new employees are brought to site during the project, they must also undergo inductions before being able to perform any task on site.
2. Employees are responsible for their own Health and Safety and that of their co-workers within their work area. They shall be made aware of their responsibilities during induction and awareness sessions which include:
 - Familiarising themselves with their workplaces and Health and Safety procedures;
 - Working in a manner that does not endanger them or cause harm to others;
 - Keeping their work area tidy;
 - Reporting all incidents / accidents / occupational ill-health and near misses;
 - Protecting fellow workers from injury;
 - Reporting unsafe acts and unsafe conditions.
 - Reporting any situation that may become dangerous;
 - Carrying out lawful orders and obeying HSE rules.

3. The Principal Contractor shall ensure that all Service Providers' personnel are adequately trained in the type of work / tasks to be performed. This training shall extend to include relevant procedures, Hazard Identification and Risk Assessment. Service Provider's personnel shall have the appropriate qualifications and shall work under competent supervision. Copies of records of appropriate training and qualifications for all employees shall be kept and maintained.

4.4 Medical certificates of fitness

A Principal Contractor must ensure that all his or her employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner in the form of Annexure 3 of Construction Regulation 2014. This medical certificate must specifically state that the person is fit for duty and must also highlight any medical restrictions identified. The Principal Contractor must keep a detailed register in his safety file for all employees with restrictions and document how the restrictions are being managed.

4.5 Awareness

The Principal Contractor will conduct toolbox talks twice weekly and before any hazardous work takes place. The talks will cover the relevant, daily, activity and an attendance register must be kept and signed by all attendees. A record of the content of the topic will be kept on the site health a safety file.

4.6 General Record Keeping

The Principal Contractor will keep and maintain Health and Safety records to demonstrate compliance with the Occupational Health and Safety Specification and the Act. The Principal Contractor will ensure that all records of incidents, spot fines, training etc. are kept on site. All documents will be available for inspection by The Client/ Client Agent or Inspectors.

4.7 General Inspection, Monitoring and Reporting

The Principal Contractor will carry out daily inspections and investigate all incidents and report to The Client/ Client Agent. The Principal Contractor will be required to keep records of all inspections and investigations which were undertaken and any other inspections and investigations by person's authorised to do so.

4.8 Emergency Procedures

1. The Principal Contractor will submit a detailed Emergency Procedure for approval by The Client/ Client Agent prior to commencement on site. The procedure will detail the response plan including the following key personnel:
 - a) List of key personnel,
 - b) Details of emergency services,
 - c) Actions or steps to be taken in the event of the emergency; and

- d) Information on hazardous materials / situations, including each material's hazardous potential impact or risk on the environment or human and measures to be taken in the event of an accident.
2. Emergency procedures will include, but will not be limited to, COVID-19, fire, spills, accidents to employees, use of hazardous substances, electrical shock, or contact, etc. The Principal Contractor will advise The Client/ Client Agent in writing of any on site emergencies, together with a record of action taken, within 24 hours of the emergency occurring. A contact list of all service providers (Fire Department, Ambulance, Police, Medical and Hospital, etc.) must be maintained and available to site personnel.

4.9 First Aid Box and First Aid Equipment

The Principal Contractor will appoint in writing a First Aider(s). The appointed First Aider(s) are to be sent for accredited first aid training before starting on site, or must be in possession of a valid certificate, of which copies are to be kept on site. The Service Providers will provide, on site, First Aid Boxes, adequately always stocked, and ensure that the First Aid Box is accessible and fully controlled by a qualified First Aider. In addition, the location of these boxes must be indicated by means of Health and Safety Signage. A picture with the name and contact number of the First Aider on duty must be on displayed in all relevant areas.

4.10 Accident / Incident Reporting and Investigation

1. The Principal Contractor will in addition to the prescribed requirements of the OHS Act investigate, record, and report all reportable incidents. The investigations will be conducted by a qualified person or persons who have sufficient knowledge to carry out an investigation. In the case of a serious injury, meaning one in which a loss of man-hours are experienced exceeding 7 days, an independent investigator must be appointed by the Service Provider. All incidents on site must be reported to the Client Agent within 1 hour of occurrence by means of a telephone call or SMS.
2. The Principal Contractor shall investigate all incidents immediately and supply to the Client/Clients Agent a written report within 3 days, which shall include:
 - Date, time and place of incident;
 - Description of incident;
 - Root causes of incident/accident;
 - Type of injury and/or (if any);
 - Medical treatment provided (if any);
 - Persons involved;
 - Loss or damage sustained (if any);
 - Names and contact details of witness/s.

5. HAZARDS AND POTENTIAL SITUATIONS COMMUNICATION

The Principal Contractor will immediately notify other Service Providers or Sub-Service Providers of any hazardous or potentially hazardous situations, which may arise during performance of the activities.

5.1 Personal Protective Equipment (PPE) and Clothing

1. The In terms of Section 8 of the OH&S Act, the duty of the Principal Contractor is to take steps to eliminate or mitigate (hierarchy of control measures) any hazard or potential hazard to the safety or health of employees before resorting to PPE
2. The Service Provider's personnel and Service Provider's visitors shall use risk-based PPE, approved by SANS or the relevant internationally recognised authority, at all times, as a minimum.
3. The relevant standard of PPE shall be recorded on the appropriate method statement or assessment to allow workers to ensure that they have been provided with the correct type of PPE.
4. Additional PPE shall be identified from task risk assessments for specific areas where access is permitted.
5. Symbolic signs in terms of SANS 1186 indicating the type and use of PPE shall be placed at all entry points to the Service Provider's yard and areas of the works under its control.
6. The Principal Contractor will clearly outline procedures to be taken when PPE or clothing is:
 - a) Lost or Stolen
 - b) Worn Out or Damaged
 - c) When and where it must be worn or used

5.2 Consolidated Health and Safety File

The Principal Contractor will in accordance with Construction Regulation 7(1)e, hand a consolidated health and safety file to the client on completion of construction work, this must include records of drawings, designs, entry/exit medicals, incident investigations, non-conformances raised or received, risk assessments as well as significant information regarding the construction of the completed structure.

5.3 Stacking of Materials

A Principal Contractor must, in addition to compliance with the provisions for the stacking of articles in the General Safety Regulations, 2003, ensure that –

- (a) a competent person is appointed in writing with the duty of supervising all stacking and storage on a construction site.
- (b) adequate storage areas are provided.
- (c) there are demarcated storage areas; and
- (d) storage areas are kept neat and under control.

5.4 Hazardous Chemical Substances (HCS)

In addition to the requirements in the HCS Regulations, the Principal Contractor must provide proof in the Health and Safety Plan that:

- (a) Safety Data Sheets (SDS's) of the relevant hazardous chemical substances are available prior to use by the Service Provider. Mention should be made how the P
- (b) Principal Contractor is going to act according to special/unique requirements made in the relevant SDS's. All SDS's will be always available for inspection by the agent.
- (c) Exposure monitoring is done according to OESSM and by an Approved Inspection Authority (AIA) and that the medical surveillance programme is based on the outcomes of the exposure monitoring.
- (d) How the relevant HCS's are being/going to be controlled by referring to:
 - i. Limiting the amount of HCS
 - ii. Limiting the number of employees
 - iii. Limiting the period of exposure
 - iv. Substituting the HCS
 - v. Using engineering controls
 - vi. Using appropriate written work procedures (e)

The correct PPE is being used.
- (f) HCS are stored and transported according to SABS 072 and 0228.
- (g) Training with regards to these regulations was given.

The H&S plan should refer to the disposal of hazardous waste on classified sites and the location thereof (where applicable).

The First Aider must be made aware of the MSDS and how to treat HCS incidents appropriately.

5.5 Fire Extinguishers and Fire Fighting Equipment

The Principal Contractor will provide adequate, regularly serviced fire extinguishers located at strategic points on site. The Principal Contractor will keep spare serviced portable fire extinguishers. The Principal Contractor will have adequate persons trained or competent to use the Fire Fighting Equipment. Safety signage will be posted, indicating locations of fire extinguishers.

5.6 Hired Plant and Machinery

The Principal Contractor will ensure that any hired plant and machinery brought to site is safe for use. The necessary requirements as stipulated by the OHS Act as well as those that are stipulated by this Occupational Health and Safety Specification, will apply. Health and Safety Induction is to be conducted with any hire plant or machinery operators and attendance of appropriate toolbox talks ensured. All operators of hired plant or machinery must be in possession of valid operator's certificates and medical certificates of fitness, as per requirement by the OHS Act.

5.7 Hand Tools

All hand tools (hammers, chisels, spanners, etc.) must be inspected by the user prior to use.

Tools with sharp points in toolboxes must be protected with a cover. No make-shift tools on site. All cold chisels used on site shall be fitted with a hand guard to prevent hand injuries in case of a miss with the hammer.

All Service Providers shall have a user policy for use of craft knives. Knives shall not be carried in clothing pockets with an open blade. The Principal Contractor shall ensure that the appropriate cut resistant PPE is worn by the user. Cut resistant material coverage should include the forearm of the non-knife holding hand unless other safety measures are taken.

5.8 Public Health and Safety

Both the Client/ Client Agent and the Principal Contractor have a duty in terms of the OHS Act to do all that is reasonably practicable to prevent members of the public and others being affected by the construction processes to be aware and put preventative measure in place. The public or visitors will go through a brief health and safety induction detailing hazards and risks they may be exposed to and what measures are in place to control these hazards and risks.

5.9 Severe Weather

The Principal Contractor shall conduct operations in a manner that do not put personnel at risk from weather and weather-related injury. If the wind is blowing above 35km/h the installation of chemical toilets should be suspended.

5.10 Occupational Health

Exposure of workers to occupational health hazards and risks are very common in any work environment. The occupational hazards and risks may enter the body in three ways:

- (a) Inhalation e.g., noxious gases.
 - (b) Ingestion of chemical agents through swallowing.
 - (c) Absorption of chemical agents through the skin (pores).
1. All Service Providers are to ensure that where employees are exposed to airborne contaminants, preemployment medicals should be conducted to ensure fitness to work under such conditions.
 2. All Service Providers will be responsible for the full cost of medical treatment that his staff may require; the Principal Contractor is therefore required to ensure that all his personnel are medically fit.
 3. All Service Providers should ensure that Occupational Hygiene surveys are conducted as per the Occupational Health and Safety Act to ensure employees is not exposed to hazards. Risk Assessments should identify areas where surveys are to be conducted.

5.11 Duties of the Principal Contractor

The Principal Contractor must develop the health and safety plan in line with the health and safety specification. The plan will be evaluated and approved for implementation. The Principal Contractor must do his / her internal monitoring systems such as internal audits and inspections. The Client Agent will conduct audits to check compliance monthly.

The Principal Contractor must appoint a part time health and safety officer. The Principal Contractor must appoint a risk assessor as well as the incident investigator.

6. ASBESTOS ABATEMENT REQUIREMENTS.

6.1 Reference Standards

All work under these specifications shall be done in strict accordance with all applicable National, Provincial and Local legislative mandates enshrined in regulations, standards, and codes governing asbestos abatement, and any other trade work done in conjunction with asbestos abatement. Work activities shall also comply with these, and other George Municipality Specifications related to health and safety.

The most recent edition of any relevant regulation, standard, or code shall be in effect. Where a conflict exists between the regulations, standards, codes, or these specifications, the most stringent requirements shall be utilized.

6.2 Submittals

6.2.1 Pre-construction.

At the Pre-construction stage, all training records, certifications, medical records, and core competencies shall be submitted for review to Employer's Representative as well as the following:

1. The Principal Contractor shall be responsible for developing and implementing an asbestos removal work plan in accordance with NESHAP, OSHA, these specifications, and State requirements. The Principal Contractor must have a TDH licensed Asbestos Consultant to provide detailed asbestos specific safety and work plans for ensuring worker and community protection. Plans submitted by the Asbestos Consultant shall include the person's or firm's name, address, phone number and TDH certification. Health and safety plans for working with ACM shall address the requirements in these specifications. However, these specifications are not intended to be and do not constitute asbestos abatement project design as described under TAC 25, Chapter 295.47, TDH asbestos regulations.
2. The Principal Contractor shall submit documentation satisfactory to Employer's Representative that an Initial and/or Negative Exposure Assessment in accordance with Asbestos Regulation.

3. The Principal Contractor shall submit documentation satisfactory to Employer's representative that the Contractor's employees, including foremen, supervisors, and any other company personnel or agents, who may be exposed to airborne asbestos fibres or who may be responsible for any aspect of asbestos disturbance activities, have received adequate training in compliance with applicable rules and regulations.
4. The Principal Contractor shall submit documentation to Employer's Representative of a respiratory protection program for affected employees as per Asbestos Regulation.
5. The Principal Contractor shall submit documentation to Employer's Representative from an Occupational Health Practitioner that all personnel, who may be required to wear a respirator, are medically monitored to determine whether they are physically capable of working while wearing the required respiratory protection without suffering adverse health effects. In addition, the Principal Contractor shall submit document that personnel have received medical monitoring as is required in compliance with applicable rules and regulations.
6. The Principal Contractor shall submit to Employer's Representative documentation of respirator fit testing for all Contractor's employees and agents, who must enter the work area. This fit testing shall be in accordance with qualitative procedures as detailed in the Asbestos Regulation.
7. The Principal Contractor shall be responsible for air monitoring as required to meet Asbestos requirements.
8. The Principal Contractor shall submit proof satisfactory to Employer's Representative that required permits, site location, and arrangements for transport and disposal of ACWM have been made.

6.2.2 During Asbestos Disturbance Activities/Construction Phase.

During the construction phase, the Principal Contractor must adhere to the following requirements:

1. Submit copies to Employer's Representative of all transport manifests, trip tickets, and disposal receipts for all ACWM removed from the work area during the project. The Principal Contractor shall sign manifests as the generator of the ACWM and provide copies to Employer's Representative.
2. Upon completion of the AC pipe project, a closeout report shall be prepared by the Registered Asbestos Contractor. Copies of the final Closeout report shall be provided to the Employer / End-user.

6.3 Execution

6.3.1 Construction Requirements.

The principal contractor will be responsible for holistic adherence to the following mandates:

1. The Work includes all work specified herein, to include mobilization and demobilization, labour, materials, estimating areas, quantities, weight, etc., are the sole responsibility of the Principal Contractor.
2. The Principal Contractor shall remove, seal, transport and dispose of all impacted ACM in compliance with all current OSHA, State, and local regulations, laws, ordinances, rules, standards, and regulatory agency requirements. Asbestos disturbance and/or removal activities shall be conducted by properly trained, accredited, and licensed personnel using proper personal protective equipment. An accredited Asbestos Contractor must be appointed by the Principal Contractor.
3. The Principal Contractor shall notify Employer's Representative at least 72 hours in advance, prior to commencing with the removal and/or disturbance of AC Roofing.
4. Time is of the essence in removing ACM from the project area. All work must be completed within the period specified.
5. The Principal Contractor shall have an on-site supervisor, who is an OSHA Competent Person, present on the job site at all times as the work is in progress. This supervisor shall be thoroughly familiar and experienced with asbestos disturbance and other related work and shall be familiar with and shall enforce the use of all safety procedures and equipment.
6. Prior to commencing any preparation of the work areas for asbestos disturbance, the Principal Contractor shall post all required documents, warning signs, and as necessary, erect physical barriers to secure the work area.
7. The Principal Contractor has sole and primary responsibility for the "means and/or methods" of the work, for the inspection of the work at all stages, and for the supervision of the performance of the work.
8. The Principal Contractor shall be responsible for site safety and for taking all necessary precautions to protect the Contractor's workers, George Municipality personnel, and the public from asbestos exposure and/or injury. The Principal Contractor shall be responsible for maintaining the integrity of the work area.
9. The Principal Contractor shall confine operations at the site to the area requiring disturbance of AC Roofing and the general site area associated with the proximity of the project. Portions of the site beyond areas, in which the indicated work is required, are not to be disturbed. The Principal Contractor shall not unreasonably encumber the site with materials or equipment. If ACWM is required to be stored overnight, it shall be properly labelled, secured, and containerized to preclude unauthorized disturbance of the waste materials.
10. The Principal Contractor shall be responsible for the transport and disposal of ACWM to a duly licensed landfill facility permitted to accept asbestos waste. The Principal Contractor shall be responsible for obtaining and coordinating waste disposal authorization from a licensed landfill. Waste manifests shall be used to transport the AC Roofing from the project site to the final landfill disposal site. The Principal Contractor shall sign manifests as the generator of the AC Roofing and shall provide copies to the Employer's Representative for final payment.

6.3.2 AC Roofing Handling.

1. General Information:

The Principal Contractor shall properly remove, handle, transport and dispose all AC roofing specified in the bid documents/plans for this project. All work involving AC roofing and other ACM products shall be addressed in the Health and Safety Plan documents submitted to the Employer's Representative. The Principal Contractor shall hire a TDH licensed Asbestos Consultant to provide detailed asbestos specific safety and work plans for ensuring worker and community protection. Health and Safety Plan documents are to include provisions for the discipline of any worker failing to use wet work procedures or failing to use designated personnel protective equipment.

2. Equipment:

Equipment used to cut, break, or otherwise disturb AC roofing and associated ACM may include, but are not limited to wet-cutting saws, saws equipped with point of cut ventilator (saw equipped with a water mister) or enclosures with HEPA filtered exhaust air, snap cutters, manual field lathes, and pressure and non-pressure tapping devices.

Equipment used to control visible emissions of fibres, contain the work area, or facilitate the clean-up of debris may include, but are not limited to: airless spray equipment, pump-up sprayers, surfactant, lock-down encapsulant, HEPA vacuums, brushes, brooms, shovels, disposable rags, polyethylene sheeting of 6-mil thickness, moisture resistant duct tape, asbestos warning signs, notices, and barrier tape. Alternative dismantling equipment may be substituted for the materials indicated herein but must be approved by the Employer's Representative.

3. Prohibited Work Practices and Engineering Controls:

The following work practices and engineering controls shall not be used for work related to asbestos or for work that disturbs ACM, regardless of asbestos exposure or the results of Initial Exposure Assessments:

- High-speed abrasive disc saws that are not equipped with point of cut ventilator or enclosures with HEPA filtered exhaust air.
- Other high-speed abrasive tools, such as disk sanders
- Carbide-tipped cutting blades
- Electrical drills, chisels, and rasps used to make field connections in AC roofing.
- Shell cutters used to cut entry holes in AC roofing.
- A hammer and chisel used to remove couplings or collars on AC roofing.
- Compressed air used to remove asbestos or ACM, unless the compressed air is used in conjunction with an enclosed ventilation system designed to capture the dust cloud generated by the compressed air.
- Dry sweeping, dry shovelling, or other dry clean-up of dust and debris containing ACM.
- Employee rotation as a means of reducing employee exposure to asbestos.

4. Handling, Containment, Transportation and Disposal Requirements:

The Principal Contractor has sole and primary responsibility for the “means and/or methods” of the work, for the inspection of the work at all stages, and for supervision of the performance of the work. The following conditions must be met at all times:

1. An accredited Asbestos Contractor must be appointed by the Principal Contractor.
2. All PPE requirements must be met, and adhered to, throughout operations.
3. Verification of Removal procedures: The Asbestos Contractor’s on-site (Competent) personnel shall inspect the work area and record the conditions on a suitable register/checklist.
4. Verification of Clean-up procedures: Predetermined waste removal and clean-up methods must be implemented, with an attributed risk assessment drafted, implemented, and communicated to personnel.
5. A sealable dumpster/container must be provided for temporary storage of ACWM in-situ. It shall be secured and closed at all times, except when loading. It shall be properly marked, and critical hoarding/barrier shall be put in place.
6. AC containing debris and related items shall be properly double-bagged, labelled accordingly, loaded in a fully enclosed, lined, locked, placard-identified transport container.
7. Transportation manifests shall be implemented, listing the condition of the transporting container, the estimated volume and weight of the ACWM, as well as the intended disposal facility.
8. All ACWM shall be disposed of in compliance with all regulatory requirements.
9. A suitably classified Hazardous Waste Disposal facility must be identified and used for the disposal of the accumulated ACWM onsite.
10. A disposal permit from the identified Hazardous Waste Disposal Facility must be sought and recorded in the OHS File.
11. Thorough ACWM waste disposal certificates issued by the Hazardous Waste Disposal Facility must be recorded in the file.
12. Failure to comply with legislative requirements and mandated operations will result in legal and contractual penalties enacted upon the Principal Contractor and its appointed Asbestos Contractor.

**OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION
REQUIREMENTS FOR CONSTRUCTION**

ANNEXURE A

Notification of Intention to Commence Construction / Building work	To be completed and logged with the Department of Labour	Before commencement on site
Assignment of Responsible Person to Manage Building Work	All relevant appointments as per OHS Act	Before commencement on site
Assignment of Responsible Person to Supervise Building Work	All relevant appointments as per OHS Act	Before commencement on site
Medical Certificates of Fitness for all personnel on site	As per specifications and OHS Act	Before commencement on site
Competency for Responsible Persons	As per specifications and OHS Act	Before commencement on site
Compensation of Occupational Injuries and Diseases Act (COIDA) 130 of 1993	COIDA Requirement	Before commencement on site and during construction period
Occupational Health and Safety Policy	Contractor's Responsibility	At tender stage
Health and Safety Organogram.	Contractor's Responsibility	Before commencement on site
Health & Safety Representative	Section 17 OHS Act	Submit as soon as there are more than 20 employees on site

ASSIGNMENT OF CONTRACTOR'S RESPONSIBLE PERSONS

ANNEXURE B

The contractor **will** make the following appointments where applicable and ensure that CV's and competency certificates are attached to the relevant appointments* but are not limited to:

CEO Section 16.1 Board Resolution or declaration
(Competent Person for OHS) - OHS 16(2)*
Construction Manager CR 8(1)*
Construction Safety Officer - CR 8(5)
Construction Work Supervisor - CR 8(7)*
Construction Work Assistant Supervisor - CR 8(8)*
Risk Assessor - CR 9(1)
Competent Person to perform Risk Assessment Training – CR 9(3)
Fall Protection Planner CR 10(1)
Construction Vehicle & Mobile Plant Operator - CR23(1)(d)*
Temporary Electrical Installation Inspector CR 24
Housekeeping Supervisor CR 27
Stacking & Storage Supervisor - CR 28(a)
Fire Equipment Inspector - CR 29(h)
Emergency Coordinator - ER 9
H&S Committee Chairperson - OHS 19 (<i>where applicable</i>)
First Aider/s - GSR 3 (Compulsory)
Hazardous Chemical Substance Supervisor - HCS Regulations
Health and Safety Representative - OHS 17(1) (<i>where applicable</i>)
Portable Electrical Equipment Inspector EMR 10
Incident / Accident Investigator - GAR 9(2)
PPE Inspector – GSR 2
COVID-19 Compliance Officer
Asbestos Handling Contractor – Asbestos Handling License as scheduled by DoEL.

OTHER OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION REQUIREMENTS

ANNEXURE C

The contractor will comply and not be limited to the following requirements:

What	When	Output	Reference information
Awareness training Toolbox talks	Twice a week and before hazardous work is carried out	Attendance Register	
DSTI	Daily before work starts	Signed document	
Health and Safety Committee Meetings	Monthly	Minutes signed by the employer (Contractor) Covering: a) Health and Safety Representative Checklist	
Health and Safety Reports	Monthly	Report covering: a) Incidents/Accidents and Investigations b) Non-conformance c) Health and Safety Training d) HIRA Updates e) Internal and External Audits	Incident reporting and investigation for The Project Client / Client Agent & Contractor form
General Inspections	As per Occupational Health and Safety Specification and OHS Act	Report on Occupational Health and Safety Specification and OHS Act compliance: a) Scaffolding. b) Lifting Machinery c) Excavations	
General Inspections	Monthly	Covering: a) Firefighting Equipment b) First Aid boxes c) Portable Electrical Equipment d) Ladders e) Vehicle & plant inspections	
Record keeping	Ongoing	Covering: a) General complaints b) Fines c) General incidents d) MSDS e) Surveillance Medicals f) Inspection Register	
Permits	Before commencement with certain activities	As stipulated by the Occupational Health and Safety Specification and the OHS Act / Construction Regulations	

SAFETY FILE REQUIRMENTS

ANNEXURE D

The contractor will comply and not be limited to the following requirements:

Item	Description
1.	OHS Act section 37.2 Agreement & CR 5(1)(k) Principal Contractor Appointment
2.	EHS Plan <u>(Approved by Client as well as contractor responsible person)</u>
3.	Contractor Policies <u>(As well as proof of communication to employees)</u>
4.	Scope of Work & <u>Letter of award of contract</u>
5.	Contractor Public Liability Insurance Cover <u>(Proof of cover and policy number)</u>
6.	Notification of Construction Work to Department of Labour (Copy) Stamped by DOL
7.	Client SHE Specifications <u>(Proof of communication to Construction Manager & Supervision)</u>
8.	Letter of Good Standing with a Licenced Compensation Commissioner (COID)
9.	Organisation Structure <u>(Must indicate legal appointment reference, contact number as well as e-mail address where applicable)</u>
10.	Induction <u>(Copy of training material and proof of training)</u>
11.	Risk Assessments <u>(Approved risk assessment by contractor and Agent as well as proof of communication to all employees)</u>
12.	Area Emergency Plan site specific <u>(Proof of communication to employees)</u>
13.	All Safe work procedures relevant to tasks that will be performed tasks identified as high-risk activities during risk assessment process
14.	Incident Investigation Procedure and Documents
15.	Appointments Letters <u>(Copy of legal appointments and competency/CV/Certificates)</u>

16.	Site Specific Audits and Internal Audits/Inspection Arrangements <u>(Client as well as internal)</u>
17.	Personal Protective Equipment <u>(Proof of issue as well as monthly inspections by supervision)</u>
18.	Workers Welfare Facilities & Waste Management <u>(Plot plan and inspections)</u>
19.	Toolbox Talks <u>(Topics and proof of communication)</u>
20.	Site EHS Meetings Arrangements
21.	Equipment/Tools Inspections Checklist/Registers
22.	Medical Surveillance Certificates
23.	Copy of the Act & WCL2 Forms
24.	MSDS'S of all chemicals that will be used on site (16 Point MSDS as required by law)
25.	Fall Protection Plan
26.	Asbestos Abatement Plan
27.	Asbestos Handling Safe Working Procedure
28.	Asbestos Abatement Risk Assessment
29.	ACWM Containment and Transporting Manifest
30.	ACWM Disposal Permit and Certificate from Registered Disposal Facility.

ACKNOWLEDGEMENT OF OHS SPECIFICATION

Name of Company _____

I/We _____

Hereby certify that I/we acquainted ourselves with the Health and Safety Act 85 Of 1993 as well as the Construction Regulations, 2014 and all conditions contained herein as laid down by the State for the carrying out of construction work for which I/We submit our response.

I/We further agree that the State shall recognise no claim from me/us for relief based on allegations that I/We overlooked any tender requirements or failed to take into account the purpose of completing the documentation as required.

Signed at _____ On this the _____ Day Of _____ 20__

WITNESS

NAME IN BLOCK LETTERS

For and on behalf of Contractor

Contractors Signature

I.D of Signatory