4

PART C3: SCOPE OF WORK

C3.1: SCOPE OF WORKS
PG-01.2 (EC)

PG-01.2 (EC) SCOPE OF WORKS – JBCC 2000 PRINCIPAL BUILDING AGREEMENT (Edition 6.2 of May 2018)

Project title:	**DEPARTMENT OF EMPLOYMENT AND LABOUR: MDANTSANE LABOUR CENTRE: SUPPLY AND INSTALLATION OF SIX CARPORTS AT EXISTING PARKING AREA**		
Tender / Quotation no:	*GQEQ-2025/2026-030*	**Reference no:**	14/1/3/1/1/6464/5050

C3. Scope of Works

C3.1 EXTENT OF THE WORKS

The proposed scope of works comprise of installation of six carports with three car ports on the upper section and three car ports on the lower section. Each carport is a structural steel canopy structure with corrugated iron roof coverings. The scope of work also entails replacement of the existing electrical supply kiosk and provision of electrical lights for the parking bays.

C3.2 ORDER OF THE WORKS

The contractor must submit a construction program upon receipt of all construction information for approval. The construction program must detail the order of works in a logical manner.

C3.3 BUILDINGS OCCUPIED

The facility will be operational during construction. The contractor must get permission from the Principal Agent and DEL representative to access parts of the site and buildings. Contractor must give 48hr notice of any service disruption that may come as result of construction i.e. water supply, sewer connections, electricity supply etc.

C3.4 ACCESS

Access will be granted to the various areas once an agreement has been reached in terms of the successful tender's construction program. No special security is required for workers on site.

Additional all workers must be clothed in official company uniforms bearing company insignia with a fully detailed ID card with a photo. Workers will be limited to the designated areas where work is being executed. The site will however have to remain safe and secure at all times.

C3.5 STANDARD MINIMUM REQUIREMENTS

In terms of section 5(2) of the Construction Industry Development Board Act, 2000 (Act no. 38 of 2000) (the Act), the Construction Industry Development Board is empowered to establish and promote best practice standards, Standard Requirements and Guidelines which includes the following but not limited to:

C3.5.1 cidb Best Practice: Green Building Certification, No. 34158 Government Gazette, 1 April 2011

C3.5.2 cidb Standard for Developing Skills through Infrastructure Contracts, No. 36760 Government Gazette, 23 August 2013

C3.5.3 cidb Standard for Indirect Targeting for Enterprise Development through Construction Works Contracts, No 36190 Government Gazette, 25 February 2013

C3.5.4 cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts, No. 41237 Government Gazette,10 November 2017

C3.5.5 cidb Standard for Minimum Requirements for Engaging Contractors and Sub-Contractors on Construction Works Contracts, No. 41237 Government Gazette, 10 November 2017

C3.5.6 cidb Standard for Minimum Requirements for Engaging Contractors and Sub- Contractors on Construction Works Contracts, No. 42021 Government Gazette, 9 November 2018

C3.5.7 cidb Standard for Developing Skills through Infrastructure Contracts, No 48491 Government Gazette, 23 April 2023.

C3.6 CONTRACT PARTICIPATION GOALS AND CIDB BUILD PROGRAMME

Provision has been made within the Contract Participation Goal section in the Bill of Quantities for the respective CPGs. Prescribed Profit and Attendance percentages have been stipulated, all inclusive of associated costs to the contractor for implementation and allowance for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.

Monthly progressive reports to be submitted to the Employer's representative indicating the percentage targets achieved which must be reconciled upon completion of the project and to form part of the final account.

The contractor shall achieve in the performance of this contract the following Contract Participation Goals (CPGs) as indicated below.

C3.6.1 Minimum Targeted Local Material Manufacturer Contract Participation Goal

The Minimum Targeted Local Building Material Manufacturers CPG is "not *applicable*" to this project.

It is the requirement of the employer that the contractor enhances the use of local Small, Micro and Medium Enterprise Local Material Manufacturers (SMME's) in executing this contract, irrespective whether a minimum percentage Participation Goals is applicable or not.

The Minimum Targeted Local Manufacturers of Material Contract Participation Goal, in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020.

A Targeted Local Material Manufacturer is a targeted enterprise that operates or maintains a factory or establishment that produces on its premises materials or goods required by the principal contractor for the performance of the contract.
Note: Adapted from SANS 10845-7:2015, definition 2.13

Preference shall be given to the Targeted Local Material Manufacturer where feasible in **"not applicable"**, and provided that:

(a) Such materials comply in all respects with the specific requirements of PW371 and SANS specifications,
(b) The non-availability of such materials shall not adversely affect the desired progress of the specific works,
(c) The use of such suppliers shall not constitute grounds for any claim for increased cost in respect thereof,
(d) Materials of at least **"not applicable"** of the total value of materials purchased excluding VAT to be sourced from within **"not applicable"** radius of the project site,
(e) Material of at least **"not applicable"** of the total value of materials purchased excluding VAT to be sourced from within **"not applicable"** radius of the project site.

Failure to achieve the minimum specified value as indicated in the CPG Bill of Quantity Section for Targeted Local Material Manufacturer participation will result in a **thirty percent (30%)** penalty of

the prorate targeted value of materials not complied with unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

The contractor shall submit monthly reports in terms of monthly achievement and accumulative targets achieved including audited supporting documentation to the Employer's Representative.

C3.6.2 Minimum Targeted Local Building Material Suppliers Contract Participation Goal

The Minimum Targeted Local Building Material Suppliers CPG is not *applicable* to this project.

It is the requirement of the employer that the contractor enhances the use of local Small, Micro and Medium Enterprise Local Material Suppliers (SMME's) in executing this contract, irrespective whether a minimum percentage Participation Goals is applicable or not.

The Minimum Targeted Local Manufacturers of Material Contract Participation Goal shall be achieved in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract..

A targeted supplier is a targeted enterprise that

a) owns, operates or maintains a store, warehouse or other establishment in which goods are bought, kept in stock and regularly sold to wholesalers, retailers or the public in the usual course of business; and
b) engages, as its principal business and in its own name, in the purchase and sale of goods.

Note: Adapted from SANS 10845-7:2015, definition 2.14

Preference shall be given to the local material suppliers where feasible in the **EASTERN CAPE PROVINCE**, and provided that:

(a) Such materials comply in all respects with the specific requirements of PW371 and SANS specifications,
(b) The none availability of such materials shall not adversely affect the desired progress of the specific works,
(c) The use of such suppliers shall not constitute grounds for any claim for increased cost in respect thereof,
(d) Materials of at least **FIVE PERCENT (5%)** of the total value of materials purchased excluding VAT to be sourced from within **300 km** of the project site,
(e) Material of at least **FIFTEEN PERCENT (15%)** of the total value of materials purchased excluding VAT to be sourced from within **300 km** of the project site.

Failure to achieve the minimum specified value as indicated in the CPG Bill of Quantity Section for Targeted Local Material Manufacturer participation will result in a **thirty percent (30%)** penalty of the prorate targeted value of materials not complied with, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

The bidder shall submit monthly reports in terms of monthly achievement and accumulative targets achieved including audited supporting documentation to the Employer's Representative.

C3.6.3 Minimum Targeted Local Labour Skills Development Contract Participation Goal

The Minimum Targeted Local Labour Skills Development CPG is not *applicable* to this project.

It is the requirement of the employer that the contractor enhances the use of local labour in executing this contract. This is required to be done through the use of both traditional building techniques and labour-intensive construction techniques careful and considered construction planning and implemented in the project irrespective whether a minimum percentage Participation Goal is applicable or not.

The Minimum Targeted Local Skills Development Contract Participation Goal shall be achieved in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract..

Targeted labour: individuals who:

a) are employed by the principal contractor, sub-contractor or targeted enterprises in the performance of the contract;
b) are defined as the target group in the targeting data; and
c) permanently reside in the target area or who are recognized as being residents of the target area on the basis of identification and association with and recognition by the residents of the target area.

Adapted from SANS 10845-7:2015, definition 2.12

Targeting of labour by skills categories is only permissible within categories of semi-skilled and unskilled labour.

Contract participation goals for semi-skilled and unskilled labour shall be limited to on-the-job training to targeted labour to enable such labour to master the basic work techniques required to undertake the work in accordance with the requirements of the contract and in a manner that does not compromise worker health and safety. In the case of targeted labour, the certification of records shall be in accordance with SANS 10845-8.

Beneficiaries will be sourced from the **Eastern Cape** for the full duration of the Construction Period, employed by either the principal contractor, sub-contractors or targeted enterprises. The total number of working days to complete the Works amount to **N/A** working days. The minimum CPG participation for Targeted Local Labour Skills Development is **30% (Thirty percent)**, expressed as a percentage of the total number of working days required to complete the Works. The contractor shall attain or exceed the CPG in the performance of the contract. Failure to achieve the minimum Targeted Local Labour Skills Development CPG will result in a payment reduction of **R5 000** (Excluding VAT), per working day which training has not been provided to the workforce in attendance, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

The bidder shall submit monthly reports in terms of monthly achievement and accumulative targets achieved including audited supporting documentation to the Employer's Representative.

C3.6.4 CIDB BUILD PROGRAMME: Minimum Targeted Enterprise Development Contract Participation Goal

The Minimum Targeted Enterprise Development Contract Participation Goal is not *applicable* to this project.

The aim of this best practice standard for indirect targeting for enterprise development in accordance with the Standard for Indirect Targeting for Enterprise Development (published in Government Gazette 36190 of 25 February 2013), as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract. is to promote enterprise development by providing for a minimum Contract Participation Goal (CPG) of ***5% of*** the contract amount as defined in the Standard (Tender amount, excluding allowances and VAT) on selected contracts to be undertaken by joint-venture partners or to be sub-contracted to developing contractors that are also to be beneficiaries of enterprise development support from the main contractor.

The bidder shall submit monthly reports in terms of monthly achievement and accumulative targets achieved including audited supporting documentation to the Employer's Representative.

The lead partner or main contractor shall dedicate a **minimum 5%** of the tender value at the time of award, excluding allowances and VAT, to provide developmental support to targeted subcontractor or joint venture partner applicable to contracts in Grades 7 to 9, General Building and Civil Engineering contracts. Preference will be given to **General Building** Enterprises.

Failing to achieve the targeted Contract Skills Development Goal will result in A) a thirty percent (30%) penalty of the value of the portion not achieved, excluding VAT, and B) the issuing of completion certificates only after the completion certificate of achieving the skills development goal, counter-signed by the relevant individuals has been submitted, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

C3.6.4.1 Criteria

The main or lead partner of the successful bidder shall:

(a) There must be a needs analysis for indirect targeting and development or skill standard and should be development in at least any two developmental areas namely;

- Administrative and cost control systems
- construction management systems and plans
- planning, tendering and programming
- business; technical; procurement skills
- legal compliance
- credit rating/history; financial loan capacity/history
- contractual knowledge

(b) The above needs analysis shall be mutually agreed upon between contractor and targeted enterprise

(c) The contractor shall appoint an enterprise development coordinator to:

- perform needs analysis on the targeted enterprise to identify developmental goals
- develop a project specific enterprise development plan to improve the targeted enterprise/s performance in the identified developmental areas
- provide internal mentorship support to improve the targeted enterprise/s performance
- monitor and submit to the employer's representative a monthly enterprise development report thereby reporting on the progress of the agreed development areas with the targeted enterprise/s
- submit a project completion report to the Employer's representative for each targeted enterprise.

C3.6.4.2 Management

The contractor shall provide a competent person/s to provide internal mentorship to the Targeted Enterprise/s in the two agreed developmental areas.

C3.6.4.3 Competence Criteria for an Enterprise Development Co-ordinator

The enterprise development co-ordinator shall have the following competencies:

- Minimum experience of 5 years in the construction industry at Managerial level as a Site Agent, Contracts Manager, Site Manager, Construction Manager, Business Development Manager or Enterprise Development Manager.
- Minimum experience of 2 years in training and development in Building or Construction; and
- National Diploma or B Degree in the Built Environment or Business Management

C3.6.4.4 Format of Communications

The contractor shall submit to the Employer's Representative:

- *Project interim reports* in the specified format **(ED105P)** detailing interim values of the CPG that was achieved together with an assessment of the enterprise development support provided should be tabled and discussed at least monthly at progress meetings between employer's representative and the contractor;
- *Project completion report* in the specified format **(ED101P)** to the Employer's Representative for acceptance within 15 days of achieving practical completion. The report shall include the value of the CPG that was certified in accordance with the contract, cidb registration numbers of each and every targeted enterprise, and the value of the subcontracted works or of the joint venture entered into; and the participation parameter
- *Enterprise development declaration (**ED104P**).*

C3.6.4.5 The Key Personal

The contractor shall appoint an Enterprise Development Co-ordinator and a competent person/s to provide internal mentorship.

C3.6.4.6 Management Meetings

The contractor shall report to the Employer's Representative on the implementation and progress of the targeted enterprise development and CPG at monthly progress site meetings.

C3.6.4.7 Forms for contract administration

The contractor shall submit to the Employer's Representative the following proformas:

- Form ED 105P Project Interim Report
- Form ED 104P Enterprise Development Declaration
- Form ED 101P Project Completion Report

C3.6.4.8 Records

The contractor shall:

- keep records of the targeted enterprise development
- keep records of the payments made to the targeted enterprises in relation to the CPG.
- ensure all the documentation required in terms of the Standard is provided with each monthly progress payment certificate and according to a prescribed format where applicable.

C3.6.4.9 Payment Certificates

The contractor shall:

- achieve the measurable CPG and providing enterprise development support to the targeted enterprise/s as per the Standard.
- submit payment certificates to the Employer Representative at intervals determined in the Contract.

C3.6.4.10 Compliance requirements

Non-compliance with the Best Practice Project Assessment Scheme

The wording of regulation 27A of the cidb regulations makes provision for the Board to enforce the cidb code of conduct in the event of clients being found to be in breach of the best practice project assessment scheme.

- Not including the requirements of the cidb standards in the conditions of tender
- Not registering the award of contract on the cidb Register of Projects (RoP)
- Not reporting practical completion on the cidb Register of Projects (RoP)

3.6.5 **CIDB BUILD PROGRAMME: Minimum Targeted Contract Skills Development Goal (CSDG)**

The Minimum Targeted Contract Skills Development CPG is not *applicable* to this project.

The contractor shall achieve or exceed in the performance of the contract the Contract Skills Development Goal (CSDG) established in the Standard for Developing Skills through Infrastructure Contracts (published in Government Gazette No 48491 of 23 April 2023 and the cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract.

Failing to achieve the targeted Contract Skills Development Goal will result in A) a **thirty percent (30%)** penalty of the value of the portion not achieved, excluding VAT, and B) the issuing of completion certificates only after the completion certificate of achieving the skills development goal, counter-signed by the relevant individuals has been submitted, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

The contractor shall apportion the learners in the different construction activities based on the scope of work. The cost of accommodating learners will be determined by using Table 3 in the Standard and this cost will be used to determine the value in Rand and will be added to the provision for training as provided for in the Preliminary and General section in the Bill of Quantities/Pricing schedules/Activity schedule.

C3.6.5.1 Methodology

The contractor shall achieve the measurable contract skills development goal by providing opportunities to learners requiring structured workplace learning using one or a combination of any of the following in relation to work directly related to the contract or order:

Method 1: structured workplace learning opportunities for learners towards the attainment of a part or a full occupational qualification;

Method 2: structured workplace learning opportunities for apprentices or other artisan learners towards the attainment of a trade qualification leading to a listed trade (GG No. 35625, 31 August 2012) subject to at least sixty percent (60%) of the artisan learners being holders of public TVET college qualifications;

Method 3: work integrated learning opportunities for University of Technology or Comprehensive University students completing their national diplomas;

Method 4: structured workplace learning opportunities for candidates towards registration in a professional category by a statutory council.

The contract skills participation goals, expressed in Rand, shall not be less than the contract amount multiplied by a percentage (%) factor given in Table 1 in the Standard for the applicable class of construction works.

Table 1: Contracting skills development goals for different classes of engineering and construction works contracts

Class of construction works as identified in terms of Regulation 25 (3) of the Construction Industry Regulations 2004		Construction skills development goal (CSDG) (%)
Designation	**Description**	
CE	Civil Engineering	0.25
CE and GB	Civil engineering and General Building	0.375
EE	Electrical Engineering works (buildings)	0.25
EP	Electrical Engineering works (infrastructure)	0.25
GB	General Building	0.5
ME	Mechanical Engineering works	0.25
SB	Specialist	0.25

The contractor shall apportion the learners in the different construction activities based on the scope of work. The cost of accommodating learners will be determined by using Table 2 in the Standard and this cost will be used to determine the value in Rand and will be added to the provision for training as provided for in the Preliminary and General section in the Bill of Quantities/Pricing schedules/Activity schedule.

Table 2: Notional Cost of Training per Headcount
Source: cidb Standard for Skills Development

Type of Training Opportunity	Provision for stipends (Unemployed learners only)	Provisions for mentorship	Provisions for additional costs*	Total costs	
				Unemployed learners	Employed learners
Method 1					
Occupational qualification	**R7 000**	**R0**	**R9 000**	**R16 000**	**R9 000**
Method 2					
TVET College graduates	**R14 000**	**R0**	**R9 000**	**R23 000**	**N/A**
Apprenticeship	**R14 000**	**R0**	**R12 000**	**R26 000**	**R12 000**
Method 3					
P1 and P2 learners	**R24 000**	**R20 000**	**R4 500**	**R48 500**	**N/A**
Method 4					
Candidates with a 3 year diploma	**R37 000**	**R20 000**	**R4 500**	**R61 500**	**R20 000**
Candidates with 4 year qualification	**R47 000**	**R20 000**	**R4 500**	**R71 500**	**R20 000**

Note: the required CPG will be recalculated based on the awarded tender amount and "Contract amount" once the beneficiaries have been appointed and actual costs are known. The notional cost of providing training opportunities will increase by CPI on an annual basis based on April CPI. Should the rates increase after bid award or during construction the rates will be adjusted as a remeasuarble item.

(a) The successful contractor may employ part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates directly or through a Skills Development Agency (SDA), (A1 - List of cidb accredited SDAs).

(b) The successful contractor must employ at least sixty percent (60%) of the learners from an FET / TVET college should the contractor select to have part/full occupational qualification learners and trade qualification learners contributing to the CSDG.

(c) The successful contractor shall employ at least **FORTY PERCENT (40%)** from eligible part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates in the employment of the employer.

(d) The successful contractor shall ensure that no single method shall contribute more than seventy five percent (75%) of the CSDG for the contract.

(e) The successful contractor may only place thirty three percent (33%) employed employees or that of his subcontractors contributing to the CSDG.

(f) The contractor shall employ at least sixty percent (60%) of the learners from a Public FET / TVET college should the contractor select to have trade qualification learners (Method 2) contributing to the CSDG.

(g) One of the objectives of the project is to train **Not Applicable** Occupational qualifications, trade qualification, work integrated learners – P1 and P2 learners, professional candidates.

C3.6.5.2 Management

(a) The successful contractor must keep site records regarding the part/full occupational qualification learners', trade qualification learners', work integrated learners' or candidates' progress, site attendance, hours worked and other relevant information as required by the Standard.

(b) The successful contractor shall provide the required number of appropriately qualified mentors to the maximum number of part/full occupational qualification learners, trade qualification learners, work integrated learners in the proportion as specified in the Standard.

(c) The successful contractor shall provide a supervisor to manage the training of the part/full occupational qualification learners, trade qualification learners, work integrated learners, candidates.

(d) The successful contractor shall submit to the employer's representative a baseline training plan in the specified format (Pro-forma A2) for the part/full occupational qualification learners, trade qualification learners, work integrated learners, candidates within 30 days of start of the contract.

(e) The successful contractor shall submit to the employer's representative project interim report in the specified format (Pro-forma A3) on the progress of each of part/full occupational qualification learner, trade qualification learner, work integrated learner, candidate every three months.

(f) The successful contractor shall submit to the employer's representative the names and particulars in the specified format (Pro-forma A4) of the supervisor, mentors for the part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates within 30 days of start of the contract.

(h) The successful contractor shall keep a daily record of all the part/full occupational qualification learners, trade qualification learners, work integrated learners, candidates on site and their daily activities and shall be made available to the employer's representative on request.

(h) The successful contractor shall submit to the employer's representative the reports on the progress and status of the part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates with the monthly invoice for the payment certificate.

(i) The successful contractor shall have health and safety inductions for all part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates.

(j) The successful contractor shall conduct entry and exit medical tests of all part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates.

(k) The successful contractor shall provide personal protective equipment (PPE) to all part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates at the start of their employment on site.

(l) Based on the agreed skills methods the contractor may employ part/full Occupational Qualification Learners and /or Trade Qualification Learners and/or Work Integrated Learners and/or Candidates directly or through a Skills Development Agency (SDA), training provider or skills development facilitator (Form A1 - List of cidb accredited SDAs). The contractor shall ensure that no more than one Method shall be applied to any individual concurrently in the calculation of the CSDG for the contract.

C3.6.6 NATIONAL YOUTH SERVICE TRAINING AND DEVELOPMENT PROGRAMME (NYS)

The National Youth Service Training and Development Programme is *applicable* to this project.

The programme shall be implemented in terms of the Implementation of the National Youth Service Programme under the Expanded Public Works (EPWP) and shall be priced in the CPG section of the Bills of Quantities. Monthly reports are to be submitted to the Employer's Representative.

Failure by the contractors to achieve the specified number to be trained in the NYS section of the CPG section within the Bills of quantities will result in a Payment reduction as per bill of quantities per person, excluding VAT, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

C3.6.7 LABOUR-INTENSIVE WORKS

Labour Intensive Works is *not applicable* to this project.

Where labour intensive work is specified in the Bill of Qualities and specified by "LI" the contractor must price for and include in rates. Contractors are expected to use their initiative to identify additional activities that can be done labour-intensively to comply with the set minimum labour intensity target. Allowance must be made for submitting monthly reports illustrating the value of the works executed under Labour Intensive Works.

Failure by the contractor to achieve the specified value of the Labour Intensive Participation Goal as stipulated within the Bills of Quantities will result in a **thirty percent (30%)** penalty of the value of the works not done by means of labour intensive methods, excluding VAT, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

Employer's objectives:
The employer's objectives are to deliver public infrastructure using labour-intensive methods in accordance with EPWP Guidelines.

Labour-intensive works:
Labour-intensive works shall be constructed/maintained using local workers who are temporarily employed in terms of the scope of work.

Labour-intensive competencies of supervisory and management staff:
Contractors shall only engage supervisory and management staff in labour-intensive works that have completed the skills programme including Foremen/ Supervisors at NQF level 4 "National Certificate: Supervision of Civil Engineering Construction Processes" and Site Agent/ Manager at NQF level 5 "Manage Labour-Intensive Construction Processes" or equivalent QCTO qualifications (See Appendix C) at NQF outlined in Table 1.

C3.6.7.1 GENERIC LABOUR-INTENSIVE SPECIFICATION

Contractors are referred to the Guidelines for the Implementation of Labour-intensive Infrastructure Projects under the Expanded Publics Works Programme (EPWP) for the generic labour-intensive specification applicable to the contract.

This specification establishes general requirements for activities which are to be executed by hand involving the following:

- trenches having a depth of less than 1.5 metres
- stormwater drainage
- roads
- sidewalks and non-motorised transport infrastructure
- water and sanitation

Precedence

Where this specification is in conflict with any other standard or specification referred to in the Scope of Works to this Contract, the requirements of this specification shall prevail

.

Hand excavateable material

Hand excavateable material is:

a) granular materials:

i) whose consistency when profiled may in terms of Table 3 be classified as very loose, loose, medium dense, or dense; or

ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 15 blows of a dynamic cone penetrometer is required to penetrate 100mm;

b) cohesive materials:

i) whose consistency when profiled may in terms of Table 3 be classified as very soft, soft, firm, stiff and stiff / very stiff; or

ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 8 blows of a dynamic cone penetrometer is required to penetrate 100mm;

Note

1) A boulder is material with a particle size greater than 200mm, a cobble and gravel is material between 60 and 200mm.

2) A dynamic cone penetrometer is an instrument used to measure the in-situ shear resistance of a soil comprising a drop weight of approximately 10 kg which falls through a height of 400mm and drives a cone having a maximum diameter of 20mm (cone angle of 60° with respect to the horizontal) into the material being used.

Table 3: Consistency of materials when profiled			
GRANULAR MATERIALS		COHESIVE MATERIALS	
CONSISTENCY	DESCRIPTION	CONSISTENCY	DESCRIPTION
Very loose	Crumbles very easily when scraped with a geological pick.	Very soft	Geological pick head can easily be pushed in as far as the shaft of the handle.
Loose	Small resistance to penetration by sharp end of a geological pick.	Soft	Easily dented by thumb; sharp end of a geological pick can be pushed in 30-40 mm; can be moulded by fingers with some pressure.
Medium dense	Considerable resistance to penetration by sharp end of a geological pick.	Firm	Indented by thumb with effort; sharp end of geological pick can be pushed in up to 10 mm; very difficult to mould with fingers; can just be penetrated with an ordinary hand spade.
Dense	Very high resistance to penetration by the sharp end of a geological pick; requires many blows for excavation.	Stiff	Can be indented by thumb-nail; slight indentation produced by pushing geological pick point into soil; cannot be moulded by fingers.
Very dense	High resistance to repeated blows of a geological pick.	Very stiff	Indented by thumb-nail with difficulty; slight indentation produced by blow of a geological pick point.

Trench excavation
All hand excavateable material in trenches having a depth of less than 1,5 metres shall be excavated by hand.

Compaction of backfilling to trenches (areas not subject to traffic)
Backfilling to trenches shall be placed in layers of thickness (before compaction) not exceeding 100mm. Each layer shall be compacted using hand stampers;
a) to 90% Mod AASHTO;
b) such that in excess of 5 blows of a dynamic come penetrometer (DCP) is required to penetrate 100 mm of the backfill, provided that backfill does not comprise more than 10% gravel of size less than 10mm and contains no isolated boulders, or
c) such that the density of the compacted trench backfill is not less than that of the surrounding undisturbed soil when tested comparatively with a DCP.

Excavation
All excavateable material including topsoil classified as hand excavateable shall be excavated by hand. Harder material may be loosened by mechanical means prior to excavation by hand. Any material which presents the possibility of danger or injury to workers shall not be excavated by hand.

Clearing and grubbing
Grass and bushes shall be cleared by hand.

Shaping
All shaping shall be undertaken by hand.

Loading
All loading shall be done by hand. Haulage equipment should be selected in a manner that allows loading by hand to the greatest extent possible.

Haul
Excavation material shall be hauled to its point of placement by means of wheelbarrows where the haul distance is not greater than 150m.

Offloading
All material, however transported, is to be off-loaded by hand, unless tipper-trucks are utilised for haulage.

Spreading
All material shall be spread by hand.

Compaction
Small areas may be compacted by hand provided that the specified compaction is achieved. Appropriate rollers should be used where higher (than can be achieved by hand) levels of compaction are required or for large areas.

Grassing
All grassing shall be undertaking by sprigging, sodding, or seeding by hand.

Stone pitching and rubble concrete masonry
All stone required for stone pitching and rubble concrete masonry, whether grouted or dry, must to be collected, loaded, off loaded and placed by hand.
Sand and stone shall be hauled to its point of placement by means of wheelbarrows where the haul distance is not greater than 150m.
Grout shall be mixed and placed by hand.

Manufactured Elements
Elements manufactured or supplied by the Contractor, such as manhole rings and cover slabs, precast concrete planks and pipes, masonry units and edge beams shall not individually, have a mass of more than 320kg. Where the mass of an element exceeds 55 kg, consideration should be given to the size of the element relative to its total mass related to the number of workers who would be needed to lift such mass

C3.7 Submission of Accrual Reports

The Contractor shall submit accrual reports to the client representative at the end of March and September each year for the duration of the Service Contract period from the date of appointment up to and including project closeout. This is to ensure that PMTE complies with the accounting framework GRAP, which requires that PMTE disclose all its accruals as at the end of each reporting date.

C3.8 Submission of Monthly Local Material Utilisation Report (Local Content)

Submission of Monthly Local Material Utilisation Report (Local Content) *applicable* to this project.

The Contractor shall when applicable to this project, be responsible for record keeping, documenting and submission of monthly local material utilization report with supporting documentation to the Employer's representative within 7 working days of the beginning of the successive month, in terms of DTI&C designated industry/sector/sub-sector schedule as per the PA36 and Annexures C attached to the tender document. The final percentage achievement to be reconciled upon completion of the project and form part of the final account.

Failure by the contractor to achieve the specified percentage of local content per designated industry/sector/sub-sector as listed will result in a thirty percent thirty percent (30%) penalty of the value not achieved, excluding VAT, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

Examples of calculating CPGs and related penalties

CPGs values are based on the Tender Amount at the time of the award. Determining the actual values is based either on the Tender Amount including allowances and Vat or the Tender Amount at the time of award excluding allowances and VAT, where Allowances include the following:

- Provisional amounts
- CPG allowances
- Nominated and/or selected subcontractors
- Contract price adjustment (Not provided for within the B of Q by NDPWI)
- Contingency amounts (Not provided for within the B of Q by NDPWI)

CPG values in the CPG Bill of Quantities Section will be recalculated based on the "Tender Amount" or the "Contract Amount" which ever applicable and the provisional amounts adjusted accordingly. Sanctions (penalties) are applicable to all CPGs where the contractor fails to achieve the minimum specified requirements, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control. No penalties will be applied should the CPG value, based on the original "Tender Amount" or the "Contract Amount", has been achieved.

1.1 Targeted Local Building Material Manufacturers CPG

When applicable, the CPG is expressed as a percentage of the "Contract Amount", i.e. the Tender Amount at the time of award excluding allowances and VAT.

CPG calculation example:
"Tender Amount" = R150 Mil all inclusive of allowances and VAT
"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)
CPG to be achieved = 5% as specified in the Scope of Works (PG01.2)
CPG target value = R130 Mil x 5% = R 6,5 Mil (Value of material to be purchased from local manufacturers, excluding VAT)

Calculation of penalty:
Percentage penalty applicable = 10% as specified in the Scope of Works (PG01.2)
CPG target value = R6,5 Mil excluding VAT
CPG Achieved = R5,5 Mil (R1 Mil shortfall) excluding VAT
Penalty = R1 Mil x 10% = R100 000 excluding VAT

1.2 Targeted Local Building Material Suppliers CPG

When applicable, the CPG is expressed as a percentage of the "Contract Amount", i.e. the Tender Amount at the time of award excluding allowances and VAT.

CPG calculation example:
"Tender Amount" = R150 Mil all inclusive of allowances and VAT
"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)
CPG to be achieved = 5% as specified in the Scope of Works (PG01.2)
CPG target value = R130 Mil x 5% = R 6,5 Mil (Value of material to be purchased from local suppliers, excluding VAT)

Calculation of penalty:
Percentage penalty applicable = 20% as specified in the Scope of Works (PG01.2)
CPG target value = R6,5 Mil excluding VAT
CPG Achieved = R5,5 Mil (R1 Mil shortfall) excluding VAT
Penalty = R1 Mil x 20% = R200 000 excluding VAT

1.3 Targeted Local Labour Skills Development CPG

When applicable, the CPG is expressed as a percentage of the total number working days required to

complete the Works.

CPG calculation example:
"Tender Amount" = R150 Mil all inclusive of allowances and VAT
"Contract amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)
Number of working days required to complete the Works based on the construction period = 600 days
CPG percentage participation to be achieved = 30% as specified in the Scope of Works (PG01.2)
Required number of working days training to be provided = 180 days (600 x 30%)

Calculation of penalty:
Payment reduction = R 5 000 per day for not providing training as specified in the Scope of Works (PG01.2)
CPG = 600 working days x 30% = 180 working days training to be provided
CPG Achieved = 160 days (20 days shortfall where no training was provided)
Penalty = 20 days x R5 000 payment reduction per day= R100 000 excluding VAT

1.4 Cidb BUILD Programme: Enterprise Development

When applicable, the Enterprise Development CPG expressed as a percentage of the "Contract amount" = Tender amount at the time of award excluding allowances and VAT. Failure to achieve the minimum Targeted Local Labour Skills Development CPG will result in a payment reduction of an amount specified in the Scope of Works (PG01.2) per working day where training was not provided.

The monetary value of training to be provided is stipulated in the CPG BoQ section. The number of beneficiaries to be trained is dependent on the "Contract Amount" as well the number of beneficiaries appointed which will generally resort under the Grade 1 and 2 cidb categories. The provisional amount will therefore be adjusted in terms of the "contract Amount", the number of beneficiaries to be trained and the actual cost for providing the training.

Part 1: Calculation of 5% CPG example:
"Tender Amount" = R150 Mil all inclusive of allowances and VAT
"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)
CPG percentage participation to be achieved = 5% as specified in the Scope of Works (PG01.2) CPG value = R6,5 Mil (Value of work to be subcontracted to emerging enterprises)

Calculation of penalty
Percentage penalty applicable = 30% as specified in the Scope of Works (PG01.2)
CPG Minimum 5% = R6,5 Mil
Achieved = R5,5 Mil (Only subcontracted work to the value of R5,5 Mil, i.e. R1 Mil shortfall)
Penalty = R1 Mil x 30% = R300 000 Excl. VAT

Part 2: Calculations in terms of training to be done:
The number of enterprises to be developed is subject to the contract amount and the apportionment of the work as per Example 1 below.
Number of enterprises to be trained = 6 x 1 GB subcontractors
Total cost for training = R 1 660 000

Calculation of penalty
Total number of enterprises to be trained = 6
Total number trained = 4 (2 Shortfall)
Training cost per beneficiary = R1 660 000 / 6 = R 276 666,67 per beneficiary
Penalty = R 276 666,67 x 2 x 30% = R166 000 Excl. VAT

B of Q Item	Description	Unit	Rate	Quantity	Amount (R)
5	**Enterprise Development**				
5.1	Enterprise Development of Targeted Enterprise or JV partners				
5.1.1	Appointment of training co-ordinator	Per Quarter	45 000	8	360 000
5.1.2	Appointment of Mentor /Training Service provider	Per Quarter	135 000	8	1 080 000
5.1.3	Needs Analysis and Enterprise Development Plan per Targeted Enterprise	No.	5 000	6	30 000
5.1.4	Monitoring and Interim reporting per targeted enterprise	Per Quarter	20 000	8	160 000
5.1.5	Project Completion report per Targeted Enterprise	No.	5 000	6	30 000
	Provisional Sum to be carried over to CPG bill of quantities				**1 660 000**
	"Contract amount" Tender amount excl. allowances and VAT.	130 000 000			
	CPG Monetary value (5%) to be subcontracted to beneficiaries for training	6 500 000			
	No of enterprises based on the CPG value	6	Grade 1 / 2 GB/CE,ETC.		
	Contract period (months)	24			

Note: Rates to be determined by PQS and adjusted to accepted quotation amounts

1.5 Cidb BUILD Programme: Skills Development (Principal contractor including subcontractors and consultants)

When applicable, the contract skills development participation goals, expressed in Rand, shall be no less than the "contract amount" multiplied by a percentage (%) factor for the applicable class of construction works.

The monetary value of training to be provided is stipulated in the CPG BoQ section. The number of beneficiaries to be trained is dependent on the "Contract Amount" as well the number of beneficiaries appointed which will generally resort under the Grade 1 and 2 cidb categories. The provisional amount will therefore be adjusted in terms of the "Contract Amount", the number of beneficiaries to be trained from which *Method* and the actual cost for providing the training.

CPG Calculation

Table 2: Contracting skills development goals for different classes of engineering and construction works contracts

Source: cidb Standard for Developing Skills through Infrastructure Contracts as published in the Government Gazette Notice No. 43495 of 3 July 2020 (Page 7)

Class of construction works as identified in terms of Regulation 25 (3) of the Construction Industry Regulations 2004		**Construction skills development goal (CSDG) (%)**
Designation	**Description**	
CE	Civil Engineering	0.25
CE and GB	Civil engineering and General Building	0.375
EE	Electrical Engineering works (buildings)	0.25
EP	Electrical Engineering works (infrastructure)	0.25
GB	General Building	0.5
ME	Mechanical Engineering works	0.25
SB	Specialist	0.25

"Contract amount" = Tender amount at the time of award excluding allowances and expenses, and VAT

Contractor CPG:

CPG calculation
"Contract amount" x factor from Table 3 above.

CPG calculation example:
"Tender Amount" = R150 Mil for GB, all inclusive of allowances and VAT
"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)
Factor for GB = 0,5% (as per Table 2 above)
CPG in R value = R130 Mil x 0,5% = R650 000 i.e. total notional cost of training to amount to R650 000
Calculation of penalty:
Percentage penalty applicable = 30% as specified in the Scope of Works (PG01.2)
CPG value = R650 000
Achieved = R550 000 = R100 000 Shortfall
Penalty = R100 000 x 30% = R30 000 Excl. VAT

Calculations based on "Contract Amount" after bid award and appointment of beneficiaries
Actual CPG training requirement value after award upon selecting method/s of training and appointment of beneficiaries = R676 000 (Table 4 below) and the provisional amount allowed for to be adjusted accordingly. The new monetary value of training required will then form the basis for determining penalties applicable. No penalties will be applied should the CPG value, based on the "Contract Amount" be achieved.

Table 4: Notional cost recalculation upon appointment of beneficiaries.
Source: cidb Standard for Developing Skills through Infrastructure Contracts as published in the Government Gazette Notice No. 43495 of 3 July 2020 (Page 10)

Skills Types	Number of learners	Notional Cost / Learner / Quarter	Notional cost / learner / year	Total Notional Cost over 12 months Contract
Method 2: Workplace learning opportunities, with unemployed TVET graduates	2	R23 000	R92 000	R184 000
Method 3: Candidacy for an unemployed learner with a 3-year qualification	2	R61 500	R246 000	R492 000
Total	4			R676 000

Note: the required CPG will be recalculated based on the awarded Tender amount and "Contract Amount" once the beneficiaries have been appointed and actual costs are known

Note: The notional cost of providing training opportunities will increase by CPI on an annual basis based on April CPI as published by Stats SA. The rates will be adjusted as an adjustment to the provisional amounts should the rates increase after bid award or during the construction period

1.6 National Youth Service Programme (NYS) CPG
When applicable, a separate NYS Bill of Quantities will be included in the tender documentation will indicate the number of beneficiaries to be trained.

Calculation of penalty:
Payment reduction per person not trained as stipulated in the NYS Bill of Quantities = R 2 500 per person.
Total number of NYS Beneficiaries as stipulated in the NYS Bill of Quantities = 25
Total Number of NYS beneficiaries trained = 20 (shortfall of 5 beneficiaries)
Penalty = 5 x R2 500 = R12 500 Excl. VAT

1.7 Labour Intensive Works CPG

When applicable, the work to be done by way of Labour intensive methods are specified in the Bills of Quantities with a "LI".

CPG calculation example:
"Tender Amount" = R150 Mil all inclusive of allowances and VAT
"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)
CPG value = R10 Mil (Total value of labour-intensive works specified in the Bills of Quantities)
Calculation of penalty:
CPG value = R10 Mil
Percentage penalty applicable = 30% as specified in the Scope of Works (PG01.2)
CPG Achieved = 9 Mil (R1 Mil shortfall)
Penalty = R1 Mil x 30% = R300 000 Excl. VAT

C3.2 – OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION

public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION

FOR

PROJECTS AND MAINTENANCE (BUILDING/ELECTRICAL/MECHANICAL)

MANAGED ON BEHALF OF

THE DEPARTMENT OF PUBLIC WORKS

(THE "CLIENT")

SUPERVISION BY THE DEPARTMENT OF PUBLIC WORKS:

Mr./Ms./Me - **PROJECT MANAGER**
(Add full details of the project manager)

……..
……..

Mr. /Ms/Me - **CONTROL/WORKS MANAGER**
(Add full details of the inspector)

……..
……..

……**AND/OR ITS AGENT:** [as per CR 5(5)] – {Also refer specifically to Sections 8(2)(g), 8(2)(h) and 37(2) of the Act}

AGENT: **(full particulars of agent)**

SUPERVISION BY THE PRINCIPAL CONTRACTOR:

PRINCIPAL CONTRACTOR: **(full particulars of principle contractor / contractor)**

Mr. /Ms/Me - **HEALTH & SAFETY OFFICER (BUILDING)**
(Add full details of this officer)

……..
……..

Mr. /Ms/Me **-HEALTH & SAFETY OFFICER (ELECTRICAL)**
(Add full details of this officer)

……..
……..

Mr. /Ms/Me - **HEALTH & SAFETY OFFICER (MECHANICAL)**
(Add full details of this officer)

……..
……..

Mr. /Ms./Me - **HEAD: PROJECTS & MAINTENANCE**
(Add full details of the head of the project)

……..
……..

CONTENTS

1. PREAMBLE

In terms of Construction Regulation 5(1)(*a*) of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), the Department of Public Works, as the Client and/or its Agent on its behalf, shall be responsible to prepare a baseline risk assessment for an intended construction work project. In terms of construction regulations 5(1)(b), the client must prepare a suitable, sufficiently documented and coherent site specific Health & Safety Specifications for any intended construction project and provide any Principal Contractor who is making a bid or appointed to perform construction work for the Client and/or its Agent on its behalf with the same.

The Client's further duties are as described in The Act and the Regulations made there-under. The Principal Contractor shall be responsible for the Health & Safety Policy for the site in terms of Section 7 of the Act and in line with Construction Regulation 5 as well as the Health and Safety Plan for the project.

This 'Health and Safety Specifications' document is governed by the "Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), hereinafter referred to as 'The Act'. Notwithstanding this, cognisance should be taken of the fact that no single Act or its set of Regulations can be read in isolation. Furthermore, although the definition of Health and Safety Specifications stipulates 'a documented specification of all health and safety requirements pertaining to associated works on a construction site, so as to ensure the health and safety of persons', it is required that the entire scope of the Labour legislation, including the Basic Conditions of Employment Act be considered as part of the legal compliance system. With reference to this specification document this requirement is limited to all health, safety and environmental issues pertaining to the site of the project as referred to here-in. Despite the foregoing it is reiterated that environmental management shall receive due attention.

Due to the wide scope and definition of construction work, every construction activity and site will be different, and circumstances and conditions may change even on a daily basis. Therefore, due caution is to be taken by the Principal Contractor when drafting the Health and Safety Plan based on these Health and Safety Specifications. Prior to drafting the Health and Safety Plan, and in consideration of the information contained here-in, the contractor shall set up a Risk Assessment Program to identify and determine the scope and details of any risk associated with any hazard at the construction site, in order to identify the steps needed to be taken to remove, reduce or control such hazard. *This Risk Assessment and the steps identified will be the basis or point of departure for the Health and Safety Plan.* The Health and Safety Plan shall include documented 'Methods of Statement' (see definitions under Construction Regulations) detailing the key activities to be performed in order to reduce as far as practicable, the hazards identified in the Risk Assessment.

The Department of Public Works is tasked to provide accommodation and operational facilities to a very large proportion of the approximate 40 National Departments responsible for the governance of the Department of Public Works. A very large number of State employees and public users of the facilities and the services provided there-in directly interacts with the facilities provided by the well-being, health and safety of a great number of people. This Department thus

has directly or indirectly, an impact on the Republic of South Africa as well as the National Parliament.

In this a high premium is to be placed on the health and safety of the most valuable assets of the Department of Public Works. These are its personnel, the personnel of its Clients and the physical assets of which it is the custodian and may also include the public as well. The responsibilities the Department and relevant stakeholders have toward its employees and other people present in the facilities or on the sites are captured further in this specification document. These responsibilities stem from both moral, civil and a variety of legal obligations. The Principal Contractor is to take due cognisance of the above statement.

Every effort has been made to ensure that this specification document is accurate and adequate in all respects. Should it however, contain any errors or omissions they may not be considered as grounds for claims under the contract for additional reimbursement or extension of time, or relieve the Principal Contractor from his responsibilities and accountability in respect of the project to which this specification document pertains. Any such inaccuracies, inconsistencies and/or inadequacies must immediately be brought to the attention of the Agent and/or Client.

2. SCOPE OF HEALTH AND SAFETY SPECIFICATION DOCUMENT

These Specifications should be read in conjunction with the Act, the Construction Regulations and all other Regulations and Safety Standards which were or will be promulgated under the Act or incorporated into the Act and be in force or come into force during the effective duration of the project. The stipulations in this specification, as well as those contained in all other documentation pertaining to the project, including contract documentation and technical specifications shall not be interpreted, in any way whatsoever, to countermand or nullify any stipulation of the Act, Regulations and Safety Standards which are promulgated under, or incorporated into the Act.

3. PURPOSE

The Department is obligated to implement measures to ensure the health and safety of all people and properties affected under its custodianship or contractual commitments, and is further obligated to monitor that these measures are structured and applied according to the requirements of these Health and Safety Specifications. (***All references to the singular shall also be regarded as references to the plural***)

The purpose of this specification document is to provide the relevant Principal Contractor (and his /her contractor) with any information other than the standard conditions pertaining to construction sites which might affect the health and safety of persons at work and the health and safety of persons in connection with the use of plant and machinery; and to protect persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work during the carrying out of construction work for the Department of Public Works. The Principal Contractor (and his /her contractor) is to be briefed on the significant health and safety aspects of the project and to be provided with information and requirements on inter alia:

a) Safety considerations affecting the site of the project and its environment;
b) Health and safety aspects of the associated structures and equipment;
c) Submissions on health and safety matters required from the Principal Contractor (and his /her contractor); and
d) The Principal Contractor's (and his /her contractor) health & safety plan.

To serve to ensure that the Principal Contractor (and his /her contractor) is fully aware of what is expected from him/her with regard to the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and the Regulations made there-under including the applicable safety standards, and in particular in terms of Section 7 and 8 of the Act, Construction regulations 7 and 8.

To inform the Principal Contractor that the Occupational Health and Safety Act, 1993 (Act 85 of 1993) in its entirety shall apply to the contract to which this specification document applies. The Construction Regulations promulgated on 07 February 2014 shall apply to any person involved in construction work pertaining to this project, as will the Act.

4. DEFINITIONS - The most important definitions in the Act and Regulations pertaining to this specification document are hereby extracted.

"Purpose of the Act" –

To provide for the health and safety of persons at work and the health and safety of persons in connection with the use of plant and machinery; the protection of persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work; to establish an advisory council for occupational health and safety; and to provide for matters connected therewith.

"Agent" –

means any person who acts as a representative for a client;

"Client" –

means any person for whom construction work is performed;

''Construction Work'' is defined as 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, runway, sewer or water reticulation system; or the moving of

earth, clearing or land, the making of excavation, piling or any similar civil engineering structure or type of work;

"Construction work permit"

means a document issued in terms of construction regulations 3

"Contractor" –

means an employer, as defined in Section 1 of the Act, who performs construction work and includes Principal Contractors;

"Health and Safety File" –

means a file, or other record in permanent form, containing the information required a contemplated in the regulations;

"Health and Safety Plan" –

means a documented plan which addresses hazards identified and includes safe work procedures to mitigate, reduce or control the hazards identified;

"Health and Safety Specification" –

means a documented specification of all health and safety requirements pertaining to the associated works on a construction site, so as to ensure the health and safety of persons;

"Method Statement" –

means a document detailing the key activities to be performed in order to reduce as reasonably as practicable the hazards identified in any risk assessment;

"Principal Contractor" –

means an employer, as defined in section 1 of the Act who performs construction work and is appointed by the client to be in overall control and management of a part of or the whole of a construction site;

"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, reduce or control such hazard.

5. OCCUPATIONAL HEALTH & SAFETY MANAGEMENT

5.1 Structure and Organization of OH&S Responsibilities

5.1.1. *Overall Supervision and Responsibility for OH&S*

* The Client and/or its Agent on its behalf to ensure that the Principal Contractor, appointed in terms of Construction Regulation 5(5), implements and maintains the agreed and approved H&S Plan. Failure on the part of the Client or Agent to comply with this requirement will not relieve the Principal Contractor from any one or more of his/her duties under the Act and Regulations.

* The Chief Executive Officer of the Principal Contractor in terms of Section 16 (1) of the Act to ensure that the Employer (as defined in the Act) complies with the Act. The pro forma Legal Compliance Audit may be used for this purpose by the Principal Contractor or his/her appointed contractor.

* All OH&S Act (85 /1993), Section 16 (2) appointee/s as detailed in his/her/their respective appointment forms to regularly, in writing, report to their principals on matters of health and safety per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspection and to ensure that the reports are made available to the principal Contractor to become part of site records (Health & Safety File).

* The Construction Manager and Assistant Construction Manager appointed in terms of Construction Regulation 8(1), 8(2) to regularly, in writing, report to their principals on matters of health and safety per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspection and to ensure that the reports are made available to the principal Contractor to become part of site records (Health & Safety File).

.

* All Health and Safety Representatives (SHE-Reps) shall act and report as per Section 18 of the Act.

5.1.2. *Further (Specific) Supervision Responsibilities for OH&S*

Several appointments or designations of responsible and /or competent people in specific areas of construction work are required by the Act and Regulations. The following competent appointments, where applicable, in terms of the Construction Regulations are required to ensure compliance to the Act, Regulations and Safety Standards.

Required appointments as per the Construction Regulations:-

Item	Regulation	Appointment	Responsible Person
1.	5(1)(k)	Principal contractor for each phase or project	Client
2.	7(1)(c)	Contractor	Principal Contractor
3.	7(2)(c)	Contractor	Contractor
4.	8(1)	Construction Manager	Principal Contractor
5.	8(2)	Construction Manager assistant	Principal Contractor
6.	8(5)	Construction Health and Safety Officer	Principal Contractor
7.	9(1)	Person to carry out risk assessment	Contractor
9.	10(1)(a)	Fall protection planner	Contractor
10.	12 (1)	Temporary works designer	Contractor
12.	13(1)(a)	Excavation supervisor	Contractor
13.	13(2)(b)(ii)(bb)	Professional engineer or technologist	Contractor
14.	13(2)(k)	Explosives expert	Contractor
15.	14(1)	Supervisor demolition work	Contractor
16.	14(11)	Demolition expert	Contractor
18.	16(1)	Scaffold supervisor and scaffold erector	Contractor
19.	17(1)	Suspended platform supervisor	Contractor
20.	17(2)(c)	Compliance plan developer	Contractor
21.	17(8)(c)	Suspended platform expert	Contractor
22.	17(13)	Outrigger expert	Contractor
23.	18(1)	Rope access supervisor	Contractor
24.	19(8)(a)	Material hoist inspector	Contractor
25.	20(1)	Bulk mixing plant supervisor	Contractor
26.	21(2)(b)	Explosive actuator expert	Contractor
27.	22(a)	Crane supervisor	Contractor
28.	24(d)	Temporal electrical installations controller	Contractor
29.	24(e)	Temporal electrical installations inspector	Contractor
30.	28(a)	Stacking and storage supervisor	Contractor
31.	29(h)	Fire equipment inspector	Contractor

This list may be used as a reference or tool to determine which components of the Act and Regulations would be applicable to a particular site, as was intended under paragraph 3 & 4 of the Chapter "Preamble" (page 4) above. This list must not be assumed to be exclusive or comprehensive.

5.2 *Communication & Liaison*

5.2.1 OH&S Liaison between the Employer, the Principal Contractor, the other Contractors, the Designer and other concerned parties shall be through the H&S Committee as per the procedures determined by the H&S Committee.

5.2.2 In addition to the above, communication may be directly to the Client or his appointed Agent, verbally or in writing, as and when the need arises.

5.2.3 Consultation with the workforce on OH&S matters will be through their Supervisors and H&S Representatives ('SHE – Reps')

5.2.4 The Principal Contractor will be responsible for the dissemination of all relevant OH&S information to the other Contractors e.g. design changes agreed with the Client and/or its Agent on its behalf and the Designer, instructions by the Client and/or his/her agent, exchange of information between Contractors, the reporting of hazardous/dangerous conditions/situations etc.

6. INTERPRETATION

(i) The Occupational Health and Safety Act and all its Regulations, with the exception of the Construction Regulations, distinguish between the roles, responsibilities and functions of employers and employees respectively. It views consultants and contractors as employees of the "owner" of a construction or operational project, the "owner" being regarded as the employer. Only if formally agreed to by way of the written agreement in this regard between the "owner(s)" and consultant and /or between the "owner(s)" and the contractor(s), will these assumptions be relinquished in favour of the position agreed upon between the relevant parties.

(ii) The position taken by the Construction Regulations is that the "owner", in terms of its instructions, operates (has to operate) in the role of client as per relevant definition. The contractors working for the "client" are seen to be in two categories, i.e. the Principal Contractor and Contractors. The Principal Contractor has to take full responsibility for the health and safety on the site of the relevant project / contract. This includes monitoring health and safety conditions and overseeing administrative measures required by the Construction Regulations from all contractors on the project site. (Ordinary / sub) Contractors are required to operate under the scrutiny and control (in terms of all health and safety measures which are covered in the Construction Regulations) of the Principal Contractor. Where, for the work the Principal Contractor will have to execute himself, practical health and safety measures are applicable, he will also be subject to the relevant requirements with which (ordinary / sub) Contractors have to comply. The Principal Contractor will, however, not have to actually fulfill such requirements in respect of any of the work / functions of any (ordinary / sub) Contractors on the site for which he has been appointed as Principal Contractor. However, he has to monitor / oversee such processes, ensuring that the requirements are complied with and that the required appointments / evaluations / inspections / assessments and tests are done and that the records are duly generated and kept as prescribed in the Construction Regulations. This has to feature clearly in the Principal Contractor's Health and Safety Plan.

7. RESPONSIBILITIES

7.1 Client

7.1.1 The Client or his appointed Agent on his behalf will appoint each Principal Contractor for this project or phase/section of the project in writing for assuming the role of Principal Contractor as intended by the Construction Regulations and determined by the Bills of Quantities.

7.1.2 The Client or his appointed Agent on his behalf shall discuss and negotiate with the Principal Contractor the contents of the health and safety plan of the both Principal Contractor and Contractor for approval.

7.1.3 The Client or his appointed Agent on his behalf, will take reasonable steps to ensure that the health and safety plan of both the Principal Contractor and Contractor is implemented and maintained. The steps taken will include periodic audits at intervals of at least once every month.

7.1.4 The Client or his appointed Agent on his behalf, will prevent the Principal Contractor and/or the Contractor from commencing or continuing with construction work should the Principal Contractor and/or the Contractor at any stage in the execution of the works be found to:

- have failed to have complied with any of the administrative measures required by the Construction Regulations in preparation for the construction project or any physical preparations necessary in terms of the Act;
- have failed to implement or maintain their health and safety plan;
- have executed construction work which is not in accordance with their health and safety plan; or
- act in any way which may pose a threat to the health and safety of any person(s) present on the site of the works or in its vicinity, irrespective of him/them being employed or legitimately on the site of the works or in its vicinity.

7.2 Principal Contractor

7.2.1 The Principal Contractor shall accept the appointment under the terms and Conditions of Contract. The Principal Contractor shall sign and agree to those terms and conditions and shall, before commencing work, notify the Department of Labour of the intended construction work in terms of Regulation 3 of the Construction Regulations. Annexure B of this Specification contains a "Notification of Construction Work" form. The Principal Contractor shall submit the notification in writing prior to commencement of work and inform the Client or his Agent accordingly.

7.2.2 The Principal Contractor shall ensure that he is fully conversant with the requirements of this Specification and all relevant health and safety legislation. This Specification is not intended to supersede the Act nor the Construction Regulations or any part of either. Those sections of the Act and the Construction Regulations which apply to the scope of work to be performed by the Principal Contractor in terms of this contract (entirely or in part) will continue to be legally required of the Principal Contractor to comply with. The Principal Contractor will in no manner or means be absolved from the responsibility to comply with all applicable sections of the Act, the Construction Regulations or any Regulations proclaimed under the Act or which may perceivable be applicable to this contract.

7.2.3 The Principal Contractor shall provide and demonstrate to the Client a suitable and sufficiently documented health and safety plan based on this Specification, the Act and the Construction Regulations, which shall be applied from the date of commencement of and for the

duration of execution of the works. This plan shall, as appendices, include the health and safety plans of all Sub-contractors for which he has to take responsibility in terms of this contract.

7.2.4 The Principal Contractor shall provide proof of his registration and good standing with the Compensation Fund or with a licensed compensation insurer prior to commencement with the works.

7.2.5 The Potential Principal Contractor shall, in submitting his tender, demonstrate that he has made provision for the cost of compliance with the specified health and safety requirements, the Act and Construction Regulations. (Note: This shall have to be contained in the conditions of tender upon which a tenderer's offer is based.)

7.2.6 The Principal Contractor shall consistently demonstrate his competence and the adequacy of his resources to perform the duties imposed on the Principal Contractor in terms of this Specification, the Act and the Construction Regulations.

7.2.7 The Principal Contractor shall ensure that a copy of his health and safety plan is available on site and is presented upon request to the Client, an Inspector, Employee or Sub-contractor.

7.2.8 The Principal Contractor shall ensure that a health and safety file, which shall include all documentation required in terms of the provisions of this Specification, the Act and the Construction Regulations, is opened and kept on site and made available to the Client or Inspector upon request. Upon completion of the works, the Principal Contractor shall hand over a consolidated health and safety file to the Client.

7.2.9 The Principal Contractor shall, throughout execution of the contract, ensure that all conditions imposed on his Sub-contractors in terms of the Act and the Construction Regulations are complied with as if they were the Principal Contractor.

7.2.10 The Principal Contractor shall from time to time evaluate the relevance of the Health and Safety Plan and revise the same as required, following which revised plan shall be submitted to the Client and/or his/her Agent for approval.

7.3 **Contractor** (Responsibilities of ..... in terms of this contract and health and safety specification)

As per 7.2 above, as and where applicable or as indicated in the letter of appointment.

8. SCOPE OF WORK (*also refer to paragraph 2 on page 5*)

These specifications are applicable to the specific scope of work pertaining to the above-mentioned project as detailed in the tender documents, this amongst all includes for example:

"Phase 1 – Refurbishment of existing houses & outbuildings for Library information services consisting of elaborate audio visual aids and facilities including auditoriums.

- *Site clearance (what does this entail?)*
- *Site hoarding, demarcation and demolition as follows: .....*

- *Bulk Earthworks comprising...(excavations, filling, compaction, evening surface.....)*
- *Piling (by drilling, excavating.....pile driving....pile hammering....????)*

Phase 2 – Construction of a new four (4) storied Administration building.

- *Preparation of site by leveling, compaction etc.*
- *Excavations for parking areas/services*
- *Etc."*

(elaborate sufficiently and provide adequate information to give full understanding of all work to be done)

[Notes to the Client, Designer, Project Manager, Architect, Agent:

add references to the above project and include specific elements identified as the 'Critical Few'. The 'Critical Few' refer to those few or singular elements of the project that have the potential to impact in a major or devastating way on the project as a whole in the event of an accident or incident occurring. (20:80 principle)

Because of the inherent generic nature of the Health and Safety Specifications document, specific relevant information on the project must be provided and it may be necessary to draft the required information under this paragraph on a separate attached document.

If at any time after commencement of the project changes are brought about to the design or construction, sufficient health and safety information and appropriate resources are to be made available to the Principal Contractor to execute the work safely.]

N.B Construction Regulation 5(1)(g) determines that potential contractors submitting tenders have made provision for the cost of health and safety measures during the construction process. The Principal Contractor shall on tendering make provision for the cost of health and safety measures in terms of his/her documented Health and Safety Plan and measures based on these Health and Safety Specifications during the period of the project. The cost shall be duly quantified and clearly identified for such identifiable purpose.

THE HEALTH AND SAFETY PLAN IS THEREFORE TO BE INCLUDED WITH THE TENDER DOCUMENTS WHEN TENDERS ARE INVITED FOR THE PROJECT.

9. HEALTH AND SAFETY FILE

The Principal Contractor must, in terms of Construction Regulation 7(1)(b), keep a Health & Safety File on site at all times that must include all documentation required in terms of the Act and Regulations and must also include a list of all Contractors on site that are accountable to the Principal Contractor and the agreements between the parties and details of work being done. A more detailed list of documents and other legal requirements that must be kept in the Health and Safety File is attached as an addendum to this document.

IMPORTANT:

The Health and Safety File will remain the property of the Client and/or its Agent on its behalf throughout the period of the project and shall be consolidated and handed over to the Client and/or its Agent on its behalf at the time of completion of the project.

10. OH&S GOALS AND OBJECTIVES AND ARRANGEMENTS FOR MONITORING AND REVIEWING OH&S PERFORMANCE

The Principal Contractor is required to maintain an acceptable disabling incident frequency rate (DIFR) and report on this to the Client and/or its Agent on its behalf on a monthly basis.

11. IDENTIFICATION OF HAZARDS AND DEVELOPMENT OF RISK ASSESSMENTS, STANDARD WORKING PROCEDURES (SWP) AND METHOD STATEMENTS

The Principal Contractor is required to develop Risk Assessments, Standard Working Procedures (SWP) and Method Statements for each activity executed in the contract or project (see 4. below "Project/Site Specific Requirements")

The identification of hazards is over and above the hazards identification programme and those hazards identified during the drafting of the Health and Safety Plan.

12. ARRANGEMENTS FOR MONITORING AND REVIEW

12.1 Monthly Audit by Client and/or its Agent on its behalf

The Client and/or its Agent on its behalf will be conducting Periodic Audits at times agreed with the Principal Contractor Audit to comply with Construction Regulation 7(1)(c)(vii) to ensure that the principal contractor has implemented, is adhering to and is maintaining the agreed and approved OH&S Plan.

12.2 Other audits and inspections by client and/or its agent on its behalf.

The Client and/or its Agent on its behalf reserves the right to conduct any other ad hoc audits and inspections as it and/or its Agent on its behalf deem necessary.

A representative of the Principal Contractor and the relevant Health and Safety Representative(s) (SHE-Reps) must accompany the Client and/or its Agent on its behalf on all Audits and Inspections and may conduct their own audit/inspection at the same time. Each party will, however, take responsibility for the results of his/her own audit/inspection results. The Client and/or its Agent on its behalf may require to be handed a copy of the minutes of the previous

Health and Safety Committee meeting reflecting possible recommendations made by that committee to the Employer for reference purposes.

12.3 Reports

12.3.1 The Principal Contractor shall report all incidents where an employee is injured on duty to the extent that he/she:

* dies
* becomes unconscious
* loses a limb or part of a limb
* is injured or becomes ill to such a degree that he/she is likely either to die or to suffer a permanent physical defect or likely to be unable for a period of at least 14 days either to work or continue with the activity for which he/she was usually employed

OR where:

* a major incident occurred
* the health or safety of any person was endangered
* where a dangerous substance was spilled
* the uncontrolled release of any substance under pressure took place
* machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects
* machinery ran out of control,

to the Provincial Director of the Department of Labour within seven days and at the same time to the Client and/or its Agent on its behalf.

Refer in this regard to Section 24 of the Act & General Administrative Regulation 8.

12.3.2 The Principal Contractor is required to provide the Client and/or its Agent on its behalf with copies of all statutory reports required in terms of the Act and the Regulations.

12.3.3 The Principal Contractor is required to provide the Client and/or its Agent on its behalf with a monthly "SHE Risk Management Report".

12.3.4 The Principal Contractor is required to provide a.s.a.p. the Client and/or its Agent on its behalf with copies of all internal and external accident/incident investigation reports including the reports contemplated in 12.7, 12.8.2, 15, 16, 17, 21 and 22 below. As soon as the occurrence of any accident/incident of whatever nature comes to the notice of the Principal Contractor, it shall be reported immediately to the relevant Regional Manager for that particular jurisdiction.

12.4 Review

The Principal Contractor is to review the Hazard Identification, Risk Assessments and Standard Work Processes at each Production Planning and Progress Report meeting as the construction

work develops and progresses and each time changes are made to the designs, plans and construction methods and processes.

The Principal Contractor must provide the Client and/or its Agent on its behalf, other Contractors and all other concerned parties with copies of any changes, alterations or amendments as contemplated in the above paragraph.

12.5 Site Rules and other Restrictions

12.5.1 *Site OH&S Rules*

The Principal Contractor must develop a set of site-specific OH&S rules that will be applied to regulate the Health and Safety Plan and associated aspects of the construction.

When required for a site by law, visitors and non-employees upon entering the site shall be issued with the proper Personal Protective Equipment (PPE) as and when necessary.

12.5.2 *Security Arrangements*

The Principal Contractor must establish site access rules and implement and maintain these throughout the construction period. Access control must include the rule that non-employees shall at all times be provided with fulltime supervision while on site.

The Principal Contractor must develop a set of Security rules and procedures and maintain these throughout the construction period.

If not already tasked to the H&S Officer appointed in terms of Construction Regulation 6(6), the Principal Contractor must appoint a competent Emergency Controller who must develop contingency plans for any emergency that may arise on site as indicated by the risk assessments. These must include a monthly practice/testing programme for the plans e.g. January: trench collapse, February: flooding etc. and practiced/tested with all persons on site at the time, participating.

12.6 Training

The contents and syllabi of all training required by the Act and Regulations including any other related or relevant training as required must be included in the Principal Contractor's Health and Safety Plan and Health and Safety File.

12.6.1 *General Induction Training*

All employees of the Principal and other Contractors must be in possession of proof of General Induction training

12.6.2 *Site Specific Induction Training*

All employees of the Principal and other Contractors must be in possession of Site Specific Occupational Health and Safety Induction or other qualifying training.

12.6.3 *Other Training*

All operators, drivers and users of construction vehicles, mobile plant and other equipment must be in possession of valid proof of training.

All employees in jobs requiring training in terms of the Act and Regulations must be in possession of valid proof of training as follows:

Occupational Health and Safety Training Requirements: (as required by the Construction Regulations and as indicated by the Health and Safety Specification Document & the Risk Assessment/s and recommendations by the Health and Safety Committee):

* General Induction (Section 8 of the Act)
* Site/Job Specific Induction (also visitors) (Sections 8 & 9 of the Act)
* Site/Project Manager
* Construction Supervisor
* OH&S Representatives (Section 18 (3) of the Act)
* Training of the Appointees indicated in 12.6.1 & 12.6.2 above
* Operation of Cranes (Driven Machinery Regulations 18 (11)
* Operators & Drivers of Construction Vehicles & Mobile Plant (Construction Regulation 23)
* Basic Fire Prevention & Protection (Environmental Regulations 9 and Construction Regulation 29)
* As a minimum basic First Aid to be upgraded when necessary (General Safety Regulations 3)
* Storekeeping Methods & Safe Stacking (Construction Regulation 28)
* Emergency, Security and Fire coordinator

12.7 Accident and Incident Investigation

The Principal Contractor is responsible to oversee the investigation of all accidents/incidents where employees and non-employees were injured to the extent that he/she/they had to receive first aid or be referred for medical treatment by a doctor, hospital or clinic. (General Administrative Regulation 9)

The results of the investigation to be entered into the Accident/Incident Register listed above. (General Administrative Regulation 9)

The Principal Contractor is responsible for the investigation of all non-injury incidents as described in Section 24 (1) (b) & (c) of the Act and keeping a record of the results of such investigations including the steps taken to prevent similar incidents in future.

The Principal Contractor is responsible for the investigation of all road traffic accidents relating to the construction site and keeping a record of the results of such investigations including the steps taken to prevent similar accidents in future.

Notwithstanding the requirements of Section 24 of the Act, ALL incidents shall be investigated and reported on in writing, irrespective of whether such incident gave rise to injury or damage.

12.8 H&S Representatives (SHE-Reps – 'safety, health & environment') and H&S Committees

12.8.1 *Designation of H&S Representatives('SHE – Reps')*

Where the Principal Contractor employs more that 20 persons (including the employees of other Contractors (sub-contractors) he has to appoint one H&S Representatives for every 50 employees or part thereof. (Section 17 of the Act and General Administrative Regulation 6. & 7.)

H&S Representatives have to be designated in writing and the designation shall be in accordance with the Collective Agreement as concluded between the parties as is required in terms of General Administration Regulation 6.

12.8.2 *Duties and Functions of the H&S Representatives*

The Principal Contractor must ensure that the designated H&S Representatives conduct at least a weekly inspection of their respective areas of responsibility using a checklist and report thereon to the Principal Contractor, after which these reports shall be consolidated for submission to the Health and Safety Committee.

H&S Representatives must be included in and be part of accident/incident investigations.

H&S Representatives shall be members of at least one H&S Committee and must attend all meetings of that H&S committee.

12.8.3 *Establishment of H&S Committee(s)*

The Principal Contractor must establish H&S Committees consisting of designated H&S Representatives together with a number of Employers Representatives appointed as per Section 19(3) that are not allowed to exceed the number of H&S Representatives on the committee. The persons nominated by the employer on a H&S Committee must be designated in writing for such period as may be determined by him. The H&S Committee shall co-opt advisory (temporary) members and determine the procedures of the meetings including the chairmanship.

The H&S Committee must meet minimum monthly and consider, at least, the following Agenda for the first meeting. Thereafter the H&S Committee shall determine its own procedures as per the previous paragraph.

***Agenda*:**

1) Opening and determining of chairmanship (only when necessary)
2) Minutes of Previous Minutes
3) Observations
4) Program and Safety considerations
5) Hygiene
6) Housekeeping improvement
7) Incidents & Accidents / Injuries
8) Registers:
   a H&S Rep. Inspections
   b. Matters of First Aid

c. Scaffolding
d. Ladders
e. Excavations
f. Portable Electric Equipment
g. Fire Equipment
h. Explosive Power Tools
i. Power Hand tools
j. Incident! Report Investigation
k. Pressure Vessels
l. Personal Protective Equipment

9) Safety performance Evaluations
10) Education & Safety promotion program
11) First Aid Officials and training in First Aid
12) Demarcation of work- /hazardous-/safe areas/walkways
13) Posters and signage
14) Environmental preservation and conservation
15) Specific training programmes
16) General
17) Date of Next Meeting
18) Closing

13. PROJECT/SITE SPECIFIC REQUIREMENTS

The following is a list of specific activities and considerations that have been identified for the project and site and for which Risk Assessments, Standard Working Procedures (SWP), management and control measures and Method Statements (where necessary) have to be developed by the Principal Contractor:

* Clearing & Grubbing of the Area/Site
* Site Establishment including:
  - Office/s
  - Secure/Safe Storage and storage areas for materials, plant & equipment
  - Ablution facilities
  - Sheltered dining area
  - Vehicle access to the site
* Dealing with existing Structures.
* Location of existing Services
* Installation & Maintenance of Temporary Construction Electrical Supply, Lighting and Equipment
* Adjacent Land uses/Surrounding property exposures
* Boundary & Access control/Public Liability Exposures (Remember: the Employer is also responsible for the OH&S of non-employees affected by his/her work activities.)
* Health risks arising from neighboring as well as own activities and from the environment e.g. threats by dogs, bees, snakes, lightning, allergies etc.
* Exposure to Noise
* Exposure to Vibration
* Protection against dehydration and heat exhaustion
* Protection from wet & cold conditions
* Dealing with HIV/Aids and other diseases as per specific programme provided by the client and/or its Agent on its behalf

* Use of Portable Electrical Equipment including:
    - Angle grinder
    - Electrical Drilling machine
    - Skill saw
* Excavations including:
    - Ground/soil conditions
    - Trenching
    - Shoring
    - Drainage
    - Daily inspections
* Welding including:
    - Arc Welding
    - Gas welding
    - Flame Cutting
    - Use of LP Gas torches and appliances
* Loading & Offloading of Trucks
* Aggregate/Sand and other Materials Delivery
* Manual and Mechanical Handling
* Lifting and Lowering Operations
* Driving & Operation of Construction Vehicles and Mobile Plant including:
    - Trenching machine
    - Excavator
    - Bomag Roller
    - Plate Compactor
    - Front End Loader
    - Mobile Cranes and the ancillary lifting tackle
    - Parking of Vehicles & Mobile Plant
    - Towing of Vehicles & Mobile Plant
* Use and Storage of Flammable Liquids and other Hazardous Substances – the client and/or its Agent on its behalf to be informed of this prior to commencing of the project
* Layering and Bedding of trench floor
* Installation of Pipes in trenches
* Backfilling of Trenches
* Protection against Flooding
* Gabion work
* Use of Explosives - the client and/or its Agent on its behalf to be informed of this prior to commencing of the project
* Protection from Overhead Power Lines
* As discovered by the Principal Contractor's hazard identification exercise
* As discovered from any inspections and audits conducted by the Client and/or its Agent on its behalf or by the Principal Contractor or any other Contractor on site
* As discovered from any accident/incident investigation.

13.1 The following are in particular requirements depending on scope of works and will form a basis for compliance audits.

1. Administrative & Legal Requirements
2. Education, Training & Promotion
3. Public Safety & Emergency Preparedness

4. Personal Protective Equipment
5. Housekeeping
6. Scaffolding, Formwork & Support work
7. Ladders
8. Electrical Safeguarding
9. Emergency/Fire Prevention & Protection
10. Excavations & Demolition
11. Tools
12. Cranes
13. Personnel & Material Hoists
14. Transport & Materials Handling
15. Site Plant & Machinery
16. Plant & Storage Yards/Site Workshops Specifics
17. Health & Hygiene

14. OUTLINED DATA, REFERENCES AND INFORMATION ON CERTAIN AND/OR SPECIFIC OBLIGATORY REQUIREMENTS TO ENSURE COMPLIANCE

14.1 Administrative & Legal Requirements

OHS Act Section/ Regulation	**Subject**	**Requirements**
Construction Regulation 3	**Construction work permit**	Apply to the Provincial Labour Office for any construction work as defined under CR 3(1)(a)(b) & (c)
Construction. Regulation 4	**Notice of carrying out Construction work**	Department of Labour notified Copy of Notice available on Site
General Admin. Regulation 4	***Copy of OH&S Act (Act 85 of 1993)**	Updated copy of Act & Regulations on site. Readily available for perusal by employees.
COID Construction regulations 5(1)(j)	***Registration with Compensation Insurer**	Written proof of registration/Letter of good standing available on Site
Construction. Regulation 5(1)(b) & 5(1)(n)	**H&S Specification & Programme**	H&S Spec received from Client and/or its Agent on its behalf OH&S programme developed & Updated regularly
Section 8(2)(d) Construction. Regulation 9	***Hazard Identification & Risk Assessment**	Hazard Identification carried out/Recorded Risk Assessment and – Plan drawn up/Updated RA Plan available on Site Employees/Sub-Contractors informed/trained
Section 16(2)	***Assigned duties (Managers)**	Responsibility of complying with the OH&S Act assigned to other person/s by CEO.
Construction. Regulation 8(1)	**Designation of Person Responsible on Site**	Competent person appointed in writing as Construction Manager with job description
Construction. Regulation 8(2)	**Designation of Assistant for above**	Competent person appointed in writing as Assistant Construction Supervisor with job description
Section 17 & 18	***Designation of**	More than 20 employees - one H&S Representative, one

General Administrative Regulations 6 & 7	**Health & Safety Representatives**	additional H&S Rep. for each 50 employees or part thereof. Designation in writing, period and area of responsibility specified in terms of GAR 6 & 7 Meaningful H&S Rep. reports. Reports actioned by Management.
Section 19 & 20 General Administrative Regulations 5	***Health & Safety Committee/s**	H&S Committee/s established. All H&S Reps shall be members of H&S Committees Additional members are appointed in writing. Meetings held monthly, Minutes kept. Actioned by Management.
Section 37(1) & (2)	***Agreement with Mandataries/ (Sub-)Contractors**	Written agreement with (Sub-)Contractors List of (Sub-) Contractors displayed. Proof of Registration with Compensation Insurer/Letter of Good Standing Construction Supervisor designated Written arrangements re. H&S Reps & H&S Committee Written arrangements re. First Aid
Section 24 & General Admin. Regulation 8 COID Act Sect.38, 39 & 41	***Reporting of Incidents (Dept. of Labour)**	Incident Reporting Procedure displayed. All incidents in terms of Sect. 24 reported to the Provincial Director, Department of Labour, within 3 days. (Annexure 1?)(WCL 1 or 2) and to the Client and/or its Agent on its behalf Cases of Occupational Disease Reported Copies of Reports available on Site Record of First Aid injuries kept
General Admin. Regulation 9	***Investigation and Recording of Incidents**	All injuries which resulted in the person receiving medical treatment other than first aid, recorded and investigated by investigator designated in writing. Copies of Reports (Annexure 1) available on Site Tabled at H&S Committee meeting Action taken by Site Management.
Construction. Regulation 10	**Fall Prevention & Protection**	Competent person appointed to draw up and supervise the Fall Protection Plan Proof of appointees competence available on Site Risk Assessment carried out for work at heights Fall Protection Plan drawn up/updated Available on Site
Construction. Regulation 11	**Structures**	Information re. the structure being erected received from the Designer including: - geo-science technical report where relevant - the design loading of the structure - the methods & sequence of construction - anticipated dangers/hazards/special measures to construct safely Risk Assessment carried out Method statement drawn up All above available on Site Structures inspected before each shift. Inspections register kept

Construction. Regulation 16	**Scaffolding**	Competent persons appointed in writing to: - erect scaffolding (Scaffold Erector/s) - act as Scaffold Team Leaders - inspect Scaffolding weekly and after inclement weather (Scaffold Inspector/s) Written Proof of Competence of above appointees available on Site Risk Assessment carried out Inspected weekly/after bad weather. Inspection register/s kept
Construction. Regulation 17	**Suspended Platforms**	Competent persons appointed in writing to: - control the erection of Suspended platforms - act as Suspended platforms Team Leaders - inspect Suspended Scaffolding weekly and after inclement weather Risk Assessment conducted Certificate of Authorisation issued by a registered professional engineer available on Site/copy forwarded to the Department of Labour The following inspections of the whole installation carried out by a competent person - after erection and before use - daily prior to use. Inspection register kept The following tests to be conducted by a competent person: - load test of whole installation and working parts every three months - hoisting ropes/hooks/load attaching devices quarterly. Tests log book kept Employees working on Suspended Platform medically examined for physical & psychological fitness. Written proof available
Construction. Regulation 13	**Excavations**	Competent person/s appointed in writing to supervise and inspect excavation work Written Proof of Competence of above appointee/s available on Site Risk Assessment carried out Inspected: - before every shift - after any blasting - after an unexpected fall of ground - after any substantial damage to the shoring - after rain. Inspections register kept Method statement developed where explosives will be/ are used
Construction. Regulation 14	**Demolition Work**	Competent person/s appointed in writing to supervise and control Demolition work Written Proof of Competence of above appointee/s available on Site Risk Assessment carried out

		Engineering survey and Method Statement available on Site Inspections to prevent premature collapse carried out by competent person before each shift. Inspection register kept
Construction. Regulation 19	**Materials Hoist**	Competent person appointed in writing to inspect the Material Hoist Written Proof of Competence of above appointee available on Site. Materials Hoist to be inspected weekly by a competent person. Inspections register kept.
Construction. Regulation 21	**Explosive actuated fastening device**	Competent person appointed to control the issue of the Explosive actuated fastening & cartridges and the service, maintenance and cleaning. Register kept of above Empty cartridge cases/nails/fixing bolts returns recorded Cleaned daily after use **Work areas are demarcated!**
Construction. Regulation 20	**Bulk mixing plant**	Competent person appointed to control the operation of the Bulk mixing plant and the service, maintenance and cleaning. Register kept of above Risk Assessment carried out Bulk mixing plant to be inspected weekly by a competent person. Inspections register kept
Construction. Regulation 23/ Driven Machinery Regulations 18 & 19	**Cranes & Lifting Machines Equipment**	Competent person appointed in writing to inspect Cranes, Lifting Machines & Equipment Written Proof of Competence of above appointee available on Site. Cranes & Lifting tackle identified/numbered Register kept for Lifting Tackle Log Book kept for each individual Crane Inspection: - All cranes - **daily by operator** - Tower Crane/s - **after erection/6monthly** - Other cranes - **annually by comp. person** - Lifting tackle(slings/ropes/chain slings etc.) - daily or before every new application
Construction. Regulation 24/Electrical Machinery Regulations 9 & 10/ Electrical Installation Regulations	***Inspection & Maintenance of Electrical Installation & Equipment (including portable electrical tools)**	Competent person appointed in writing to inspect/test the installation and equipment. Written Proof of Competence of above appointee available on Site. Inspections: - Electrical Installation & equipment inspected after installation, after alterations and quarterly. Inspection Registers kept Portable electric tools, electric lights and extension leads must be uniquely identified/numbered. Weekly visual inspection by User/Issuer/Storeman. Register kept.
Construction. Regulation 28/ General Safety	***Designation of Stacking & Storage Supervisor.**	Competent Person/s with specific knowledge and experience designated to supervise all Stacking & Storage

Regulation 8(1)(a)		Written Proof of Competence of above appointee available on Site
Construction. Regulation 29/ Environmental Regulation 9	***Designation of a Person to Co-ordinate Emergency Planning And Fire Protection**	Person/s with specific knowledge and experience designated to co-ordinate emergency contingency planning and execution and fire prevention measures Emergency Evacuation Plan developed: - Drilled/Practiced - Plan & Records of Drills/Practices available on Site Fire Risk Assessment carried out All Fire Extinguishing Equipment identified and on ***register***. Inspected weekly. Inspection Register kept Serviced annually
General Safety Regulation 3	***First Aid**	Every workplace provided with sufficient number of First Aid boxes. (Required where 5 persons or more are employed) First Aid freely available Equipment as per the list in the OH&S Act. One qualified First Aider appointed for every 50 employees. (Required where more than 10 persons are employed) List of First Aid Officials and Certificates Name of person/s in charge of First Aid box/es displayed. Location of First Aid box/es clearly indicated. Signs instructing employees to report all Injuries/illness including first aid injuries
General Safety Regulation 2	**Personal Safety Equipment (PSE)**	PSE Risk Assessment carried out Items of PSE prescribed/use enforced Records of Issue kept Undertaking by Employee to use/wear PSE PSE remain property of Employer, not to be removed from premises GSR 2(4)
General Safety Regulation 9	***Inspection & Use of Welding/Flame Cutting Equipment**	Competent Person/s with specific knowledge and experience designated to Inspect Electric Arc, Gas Welding and Flame Cutting Equipment Written Proof of Competence of above appointee available on Site All new vessels checked for leaks, leaking vessels NOT taken into stock but returned to supplier immediately Equipment identified/numbered and entered into a register Equipment inspected weekly. Inspection Register kept Separate, purpose made storage available for full and empty vessels
Pressure Equipment Regulations (PER)	**Pressure Equipment Regulations (PER)**	Competent Person/s with specific knowledge and experience designated to supervise the use, storage, maintenance, statutory inspections & testing of Pressure Equipment. Written Proof of Competence of above appointee available on Site

		Risk Assessment carried out Certificates of Manufacture available on Site Register of Pressure Equipment on Site Inspections & Testing by Approved Inspection Authority (AIA): - after installation/re-erection or repairs - Annual External inspections, - every 36 months. - Register/Log kept of inspections, tests. Modifications & repair A risk based inspection process by an authorised certification body, SAQCC(IPE) registered person
Construction. Regulation 23	**Construction Vehicles & Mobile Plant**	Operators/Drivers appointed to: - Carry out a daily inspection prior to use - Drive the vehicle/plant that he/she is competent to operate/drive Written Proof of Competence of above appointee available on Site. Record of Daily inspections kept
General Safety Regulation 13A	***Inspection of Ladders**	Competent person appointed in writing to inspect Ladders Ladders inspected at arrival on site and weekly there after. Inspections register kept Application of the types of ladders (wooden, aluminium etc.) regulated by training and inspections and noted in register
General Safety regulation 13B	**Ramps**	Competent person appointed in writing to Supervise the erection & inspection of Ramps. Inspection register kept. Daily inspected and noted in register

14.2 Education & Training

Subject	Requirement
*Company OH&S Policy Section 7(1)	Policy signed by CEO and published/Circulated to Employees Policy displayed on Employee Notice Boards Management and employees committed.
*Company/Site OH&S Rules (Section 13(a)	Rules published Rules displayed on Employee Notice Boards Rules issued and employees effectively informed or trained: written proof Follow-up to ensure employees understand/adhere to the policy and rules.
*Induction & Task Safety Training (Section 13(a)	All new employees receive OH&S Induction Training. Training includes Task Safety Instructions. Employees acknowledge receipt of training. Follow-up to ensure employees understand/adhere to instructions.
*General OH&S Training (Section 13(a)	All current employees receive specified OH&S training: written proof Operators of Plant & Equipment receive specified training Follow-up to ensure employees understand/adhere to instructions.
*Occupational Health &	Incident Experience Board indicating e.g. * No. of hours worked without an Injury

Safety Promotion	* No. of days worked without an Injury Mission, Vision and Goal Star Grading - Board kept up to date. Safety Posters displayed & changed regularly Employee Notice Board for OH&S Notices. Site OH&S Competition. Company OH&S Competition. Participation in Regional OH&S Competition Suggestion scheme.

14.3 Public Safety, Security Measures & Emergency Preparedness

Subject	Requirement
*Notices &Signs	Notices & Signs at entrances / along perimeters indicating **"No Unauthorised Entry".** Notices & Signs at entrance instructing visitors and non - employees what to do, where to go and where to report on entering the site/yard with directional signs. e.g. **"Visitors to report to Office"** Notices & Signs posted to warn of overhead work and other hazardous activities. e.g. **General Warning Signs**
Site Safeguarding	Nets, Canopies, Platforms, Fans etc. to protect members of the public passing / entering the site.
*Security Measures	Access control measures/register in operation Security patrols after hours during weekends and holidays Sufficient lighting after dark Guard has access to telephone/ mobile/other means of emergency communication
*Emergency Preparedness	Emergency contact numbers displayed and made available to Security & Guard Emergency Evacuation instructions posted up on all notice boards (including employees' notice boards) Emergency contingency plan available on site/in yard Doors open outwards/unobstructed Emergency alarm audible all over (including in toilets)
***Emergency Drill & Evacuation**	Adequate No. of employees trained to use Fire Fighting Equipment. Emergency Evacuation Plan available, displayed and practiced. **(See Section 1 for Designation & Register)**

14.4 Personal Protective Equipment

Subject	Requirement
*PPE needs analysis	Need for PPE identified and prescribed in writing. PPE remain property of Employer, not to be removed from premises GSR 2(4)
*Head Protection	All persons on site wearing Safety Helmets including Sub-contractors and Visitors (where prescribed)
*Foot Protection	All employees on site wearing Safety Footwear including Gumboots for concrete / wet work and non-slip shoes for roof work. Visitors to wear same upon request or where prescribed
*Eye and Face Protection	Eye and Face (also Hand and Body) Protection (Goggles, Face Shields, Welding Helmets etc.) used when operating the following:

	* Jack/ Kango Hammers * Angle / Bench Grinders * Electric Drills (Overhead work into concrete / cement / bricks * Explosive Powered tools * Concrete Vibrators / Pokers * Hammers & Chisels * Cutting / Welding Torches * Cutting Tools and Equipment * Guillotines and Benders * Shears * Sanders and Sanding Machines * CO2 and Arc Welding Equipment * Skill / Bench Saws * Spray Painting Equipment etc.
*Hearing Protection	Hearing Protectors (Muffs, Plugs etc.) used when operating the following: * Jack / Kango Hammers * Explosive Powered Tools * Wood/Aluminium Working Machines e.g. saws, planers, routers
*Hand Protection	Protective Gloves worn by employees handling / using: * Cement / Bricks / Steel / Chemicals * Welding Equipment * Hammers & Chisels * Jack / Kango Hammers etc.
*Respiratory Protection	Suitable/efficient prescribed Respirators worn correctly by employees handling / using: * Dry cement * Dusty areas * Hazardous chemicals * Angle Grinders * Spray Painting etc.
*Fall Prevention Equipment	Suitable Safety Belts / Fall Arrest Equipment correctly used by persons working on / in unguarded, elevated positions e.g.: * Scaffolding * Riggers * Lift shafts * Edge work * Ring beam edges etc. Other methods of fall prevention applied e.g. catch nets
*Protective Clothing	All jobs requiring protective clothing (Overalls, Rain Wear, Welding Aprons etc.) Identified and clothing worn.
*PPE Issue & Control	Identified Equipment issued free of charge. All PPE maintained in good condition. (Regular checks). Workers instructed in the proper use & maintenance of PPE. Commitment obtained from wearer accepting conditions and to wear the PPE. Record of PPE issued kept on H&S File. PPE remain property of Employer, not to be removed from premises GSR 2(4)

14.5 Housekeeping

Subject	Requirement
*Scrap Removal System	All items of Scrap/Unusable Off-cuts/Rubble and redundant material removed from working areas on a regular basis. (Daily) Scrap/Waste removal from heights by chute/hoist/crane. Nothing thrown/swept over sides. Scrap disposed of in designated containers/areas Removal from site/yard on a regular basis.
Stacking & Storage **(See Section 1 for Designation & Register)**	Stacking: * Stable, on firm level surface/base. * Prevent leaning/collapsing * Irregular shapes bonded * Not exceeding 3x the base * Stacks accessible * Removal from top only. Storage: * Adequate storage areas provided. * Functional – e.g. demarcated storage areas/racks/bins etc. * Special areas identified and demarcated e.g. flammable gas, cement etc. * Neat, safe, stable and square. * Store/storage areas clear of superfluous material. * Storage behind sheds etc. neat/under control. * Storage areas free from weeds, litter etc.
*Waste Control/Reclamation	Re-usable off-cuts and other re-usable material removed daily and kept to a minimum in the work areas. All re-usable materials neatly stacked/stored in designated areas. (Nails removed/bent over in re-usable timber). Issue of hardware/nails/screws/cartridges etc. controlled and return of unused items monitored.
Sub-contractors (Housekeeping)	Sub-contractors required to comply with Housekeeping requirements.

14.6 Working at Heights (including roof work)

Subject	Requirement
Openings	Unprotected openings adequately guarded/fenced/barricaded/catch nets installed
	Roof work discontinued when bad/hazardous weather Fall protection measures (including warning notices) when working close to edges or on fragile roofing material Covers over openings in roof of robust construction/secured against displacement

14.7 Scaffolding / Formwork / Support Work

Subject	Requirement
Access/System Scaffolding	Foundation firm / stable Sufficient bracing. Tied to Structure/prevented from side or cross movement Platform boards in good condition/sufficient/secured.

	Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs Complying with OH&S Act/SABS 085
Free Standing Scaffolding	Foundation firm / stable Sufficient bracing. Platform boards in good condition/sufficient/secured. Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs Height to base ratio correct Outriggers used /tied to structure where necessary Complying with OH&S Act/SABS 085
*Mobile Scaffolding	Foundation firm / stable Sufficient bracing. Platform boards in good condition/sufficient/secured. Handrails and toe boards provided. Access ladders / stairs provided. Area/s under scaffolding tidy. Safe/unsafe for use signs
*Mobile Scaffolding	Wheels / swivels in good condition Brakes working and applied. Height to base ratio correct. Outriggers used where necessary Complying with OH&S Act/SABS 085
Suspended Scaffolding	Outriggers securely supported and anchored. Correct No. of steel wire ropes used. Platform as close as possible to the structure. Handrails on all sides All winches / ropes / cables / brakes inspected regularly and replaced as prescribed Scaffolding complies with OHS Act (Act 85/93) Winch(es) maintained by competent person(s)
Formwork / Support Work	All components in good condition. Foundation firm / stable. Adequate bracing / stability ensured. Good workmanship / uprights straight and plumb. Good cantilever construction. Safe access provided. Areas under support work tidy. Same standards as for system scaffolding.
Special Scaffolding	Special Scaffolding e.g. Cantilever, Jib and Truss-out scaffolds erected to an acceptable standard and inspected by specialists.
Edges & Openings	Edges barricaded to acceptable standards. Manhole openings covered / barricaded. Openings in floor / other openings covered, barricaded/fenced. Stairs provided with handrails. Lift shafts barricaded / fenced off.

14.8 Ladders

Subject	Requirement
*Physical Condition / Use & Storage	Stepladders - hinges/stays/braces/stiles in order. Extension ladders - ropes/rungs/stiles/safety latch/hook in order. Extension / Straight ladders secured or tied at the bottom / top. No joined ladders used Wooden ladders are never painted except with varnish Aluminium ladders NOT to be used with electrical work All ladders stored on hooks / racks and not on ground. Ladders protrude 900 mm above landings / platforms / roof. Fixed ladders higher than 5 m have cages/Fall arrest system

14.9 Electricity (as part of, or additional to the manual "Safety & Switching Procedures for Electrical Installations"- see attached document)

Subject	Requirement
*Electrical Distribution Boards & Earth Leakage	Colour coded / numbered / symbolic sign displayed. Area in front kept clear and unobstructed. Fitted with inside cover plate / openings blanked off / no exposed "live" conductors / terminals/Door kept close Switches / circuit breakers identified. Earth leakage protection unit fitted and operating. Tested with instrument: Test results within 15 – 30 milliamps Aperture/Opening/s provided for the plugging in and removal of extension leads without the need to open the door Apertures and openings used for extension leads to be protected against the elements and especially rain
*Electrical Installations & Wiring	Temporary wiring / extension leads in good condition / no bare or exposed wires. Earthing continuity / polarity correct: **Looking at the open connectors to connect the wiring, the word "Brown" has the letter 'R' in it, so the b'R'own wire connects to the 'R'ight hand connector. "Blue" has the letter 'L' in it, so the b'L'ue wire connects to the 'L'eft hand connector.** Cables protected from mechanical damage and moisture. Correct loading observed e.g. no heating appliance used from lighting circuit etc. Light fittings/lamps protected from mechanical damage/moisture. Cable arrestors in place and used inside plugs
*Physical condition of Electrical Appliances & Tools	Electrical Equipment and Tools: (includes all items plugging in to a 16 Amp supply socket) Insulation / casing in good condition. Earth wire connected/intact where not of double insulated design Double insulation mark indicates that no earth wire is to be connected. Cord in good condition/no bare wires/secured to machine & plug. Plug in good condition, connected correctly and correct polarity.

14.10 Emergency and Fire Prevention and Protection

Subject	Requirement
*Fire Extinguishing	Fire Risks Identified and on record The correct and adequate Fire Extinguishing Equipment available for:

Equipment	* Offices * General Stores * Flammable Store * Fuel Storage Tank/s and catchment well * Gas Welding / Cutting operations * Where flammable substances are being used / applied. * Equipment Easily Accessible
*Maintenance	Fire equipment checked minimum monthly, serviced yearly
*Location & Signs	Fire Extinguishing Equipment: * Clearly visible * Unobstructed * Signs posted including "No Smoking" / "No Naked Lights" where required. (Flammable store, Gas store, Fuel tanks etc.)
* Storage Issue & Control of Flammables (incl. Gas cylinders	Storage Area provided for flammables with suitable doors, ventilation, bund etc. Flammable store neat / tidy and no Class A combustibles. Decanting of flammable substances carried out in ignition free and adequately ventilated area. Container bonding principles applied Only sufficient quantities issued for one task or one day's usage Separate, special gas cylinder store/storage area. Gas Cylinders stored / used / transported upright and secured in trolley/cradle/structure and ventilated. Types of Gas Cylinders clearly identified as well as the storage area and stored separately. Full cylinders stored separately from empty cylinders. All valves, gauges, connections, threads of all vessels to be checked regularly for leaks. Leaking acetylene vessels to be returned to the supplier **IMMEDIATELY**.
*Storage, Issue & Control of Hazardous Chemical Substances (HCS)	HCS storage principles applied: products segregated Only approved, non-expired HCS to be used Only the prescribed PPE shall be used as the minimum protection Provision made for leakage/spillage containment and ventilation Emergency showers/eye wash facilities provided HCS under lock & key controlled by designated person Decanted/issued in containers as prescribed with information/warning labels Disposal of unwanted HCS by accredited disposal agent No dumping or disposal of any HCS on or inside the storage area or anywhere else on the project site All vessels or containers to be regularly checked for leaks

14.11 Excavations

Subject	Requirement
Excavations, any man-made cavity, trench, pit or depression formed by cutting, digging or scooping	Shored / Braced to prevent caving / falling in. Provided with an access ladder. Excavations guarded/barricaded/lighted after dark in public areas Soil dumped at least 1 m away from edge of excavation On sloping ground soil dumped on lower side of excavation All excavations are subject to daily inspections

14.12 Tools

Subject	Requirement
*Hand Tools	Shovels / Spades / Picks: * Handles free from cracks and splinters * Handles fit securely * Working end sharp and true Hammers: * Good quality handles, no pipe or reinforcing steel handles. * Handles free from cracks and splinters Handles fit securely Chisels: * No mushroomed heads / heads chamfered * Not hardened * Cutting edge sharp and square Saws: * Teeth sharp and set correctly * Correct saw used for the job
*Explosive actuated fastening device.	Only used by trained / authorised personnel. Prescribed warning signs placed / displayed where tool is in use. Work area must be properly isolated/demarcated during use of tool. Inspected at least monthly by competent person and results recorded. Issue and return recorded including cartridges / nails and unused cartridges / nails / empty shells recorded. Cleaned daily after use.

14.13 Cranes

Subject	Requirement
Tower Crane	Only operated by trained authorised operator with valid certificate of training Structure - no visible defects Electrical installation good/safe Crane hook: Throat pop marked/safety latch fitted/functional SWL/MML displayed Limit switches with backup switches fitted/operational Access Ladder fitted with backrests/Fall arrest system installed Lifting tackle in good condition/inspection colour coding Lifting tackle checked daily
*Mobile Crane	Only operated by trained authorised operator with valid certificate of training Rear view mirrors Windscreen visibility good Windscreen wipers operating effectively Indicators operational Hooter working Tyres safe/sufficient tread/pressure visibly sufficient No missing Wheel nuts Headlights, taillights operational Reverse alarm working and audible and known by all employees
*Mobile Crane	Grease nipples and grease on all joints

continued	No Oil leaks Hydraulic pipes visibly sound/no leaks No corrosion on Battery terminals Boom visibly in good condition/no apparent damage Cable/sheaves greased/no visible damage/split wires/corrosion and checked daily Brakes working properly Crane hook: Throat pop marked/safety latch fitted/functional SWL/MML displayed By-pass valves operational Deflection chart displayed/visible to operator/driver Outriggers functional used
*Gantry Crane	Only operated by trained authorised persons Correct slinging techniques used Recognised/displayed on chart signals used Log book kept/up to date Prescribed inspections conducted on crane &lifting tackle and checked daily "Crane overhead" signage, where applicable Crane hook: Throat pop marked/safety latch fitted/functional SWL/MML displayed/load limiting switches fitted/operational

14.14 Builder's Hoist

Subject	Requirement
Builder's Hoist	**"Hoist In Operation"** - sign displayed. General construction strong and free from patent defects. Tower: * Adequately secured / braced. * At least 900 mm available for over travel. * Barricaded at least 2 100 mm high at ground level and floors. * Landing place provided with gate at least 1 800 high. Platform: * No persons conveyed on platform * Steel wire ropes with breaking strength of six times max. load. * Signal systems used which may include two way radio connection. * Goods prevented from moving / falling off. * Effective brake capable of stopping and holding max. load.

14.15 Transport & Materials Handling Equipment

Subject	Requirement
*Site Vehicles	All Site Vehicles, Dumpers, Bobcats, Loaders etc; checked daily before use by driver / operator. Inventory of vehicles used/operated on site Inspection by means of a checklist / results recorded. No persons riding on equipment not designed or designated for passengers. Site speed limit posted, enforced and not exceeded. Drivers / Operators trained / licensed and carrying proof. No unauthorised persons allowed to drive / operate equipment.
Conveyors	Conveyor belt nip points and drive gear guarded. Emergency stop/lever/brake fitted, clearly marked & accessible and tested to be functional under full load.

14.16 Site Plant and Machinery

Subject	Requirement
Brick Cutting Machine	Operator Trained. Only authorised persons use the machine. Emergency stop switch clearly marked and accessible. Area around the machine dry and slip/trip free/clear of off-cuts All moving drive parts guarded/electrical supply cable protected Operator using correct PPE - eye/face/hearing/foot/hands/body.
*Electric Arc Welder	Welder Trained. Only authorised / trained persons use welder. Earth cable adequately earthed to work. Electrode holder in good condition/safe Cables, clamps & lugs/connectors in good condition. Area in which welding machine is used is dry/protected from wet. Welder using correct PPE - eye/ face/foot/body/respirator. Correct transparent screens & warning signs placed
*Woodworking Machines	Operators Trained. Only authorised persons use machines. Provided with guards. Guards used. Operators using correct PPE - eye/face/feet/hearing Circular saws strictly operated according to prescribed methods and settings Only prescribed saw blades (cross-cut, ripping blade, smooth cut, aluminium) shall be used for various applications
*Compressors	Relief valves correctly set and locked / sealed. Maximum Safe Working Pressure (MSWP) indicated on face of pressure gauge: not on glass cover. All drives adequately guarded. Receiver/lines drained daily Hoses good condition/clamped, not wired Compressed air NEITHER used to dust off clothing/PPE/ and work areas NOR on bare skin
Concrete Mixer / Batch Plant	Top platform provided with guardrails. Dust abatement methods in use. Operators using correct PPE - eye / hands / respirators. All moving drive parts guarded. Emergency stops identified / indicated and accessible. Area kept clean/dry/and free from tripping and slipping hazards. Operators overseer identified and crane signals displayed and used.
*Gas Welding / Flame Cutting Equipment	Only authorised/trained persons use the equipment. Torches and gauges in good condition. Flashback arrestors fitted at cylinders and gauges. Hoses in good condition/correct type/all connections with clamps Cylinders stored, used and transported in upright position, secured in trolley / cradle / to structure. All cylinders regularly checked for leaks, leaking cylinders returned immediately Fire prevention/control methods applied/hot work permits

14.17 Plant & Storage Yards/Site Workshops Specifics

Subject	Requirements
Section 8(2)(1) General Machinery Regulation 2(1): **Supervision of the Use & Maintenance of Machinery**	Person/s with specific knowledge and experience designated in writing to Supervise the Use & Maintenance of Machinery Critical items of Machinery identified/numbered/placed on register/inventory Inspection/maintenance schedules for abovementioned Inspections/maintenance carried out to above schedules Results recorded
General Machinery Regulation 9(2): **Notices Operation of Machinery**	Schedule D Notice posted in Work areas
Lock-out Procedure	Lock-out procedure in operation
Ergonomics	Ergonomics survey conducted – results on record Survey results applied
Demarcation & Colour Coding	Demarcation principles applied All services, pipes, electrical installation, stop-start controls, emergency controls etc. colour coded to own published or SABS standard Employees trained to identify colour coding
Portable & Bench Grinders	Area around grinder clear/trip/slip free Bench grinders mounted securely/grinder generally in good condition/No excessive vibration On/Off switch/button clearly demarcated/accessible Adequate guards in place Tool rest – secure/square/max. 2 mm gap, perpendicular to drive shaft Stone/disk - correct type and size/mounted correctly/dressed Use of Eye protection enforced
Battery Storage & Charging	Adequately ventilated, ignition free room/area/no smoking sign/s Batteries placed on rubber/wooden surface Emergency shower/eye wash provided No acid storage in area Prescribed methods in place and adhered to when charging batteries
Ancillary Lifting Equipment	Chain Blocks/Tirfors/jacks/mobile gantries etc. identified/ numbered on register Chains in good condition/links no excessive wear/checked daily Lifting hooks – throat pop marked/safety latch fitted SWL/MML marked/displayed
Presses/Guillotines/ Shears	Only operated by trained/authorised persons Interlocks/lock-outs fitted/PPE worn or used at all times

14.18 Workplace Environment, Health and Hygiene

Subject	Requirement
*Lighting	Adequate lighting in places where work is being executed e.g. stairwells and basements. Light fittings placed / installed causing no irritating/blinding glare. Stroboscopic effect eliminated (not only reduced) where moving objects or machinery is used
*Ventilation	Adequate ventilation / extraction / exhausting in hazardous areas e.g. chemicals /

	adhesives / welding / petrol or diesel/ motors running and in confined spaces / basements.
*Noise	Tasks identified where noise levels exceeds 85 dB at any one time. All reasonable steps taken to reduce noise levels at the source. Hearing protection used where noise levels could not be reduced to below 85 dB.
*Heat Stress	Measures in place to prevent heat exhaustion in heat stress problem areas e.g. steel decks, when the WBGT index reaches 30. (See Environmental Regulation 4) Cold drinking water readily available at all times.
*Ablutions	Sufficient hygiene facilities provided - 1 toilet per 30 employees (National Building Regulations prescribe chemical toilets for Construction sites) Toilet paper available. Sufficient showers provided. Facilities for washing hands provided Soap/cleaning agent available for washing hands Means of drying hands available Lock-up changing facilities / area provided. Ablution facilities kept hygienic and clean.
*Eating / Cooking Facilities	Adequate storage facilities provided. Weather protected eating area provided, separate from changing area Refuse bins with lids provided. Facilities kept clean and hygienic.
*Pollution of Environment	Measures in place to minimize dust generation. Accumulation or littering of empty cement pockets, plastic wrapping / bags, packing materials etc. prevented. Spillage / discarding of oil, chemicals and dieseline into storm water and other drains or into existing or newly dug holes/cavities on site expressly prohibited.
*Hazardous Chemical Substances	All substances identified and list available e.g. acids, flammables, poisons etc. Material Safety Data Sheets (MSDS) indicating hazardous properties and emergency procedures in case of incident on file and readily available. Substances stored safely. Expiry dates meticulously checked where applicable

15. THE PRINCIPAL CONTRACTOR'S GENERAL DUTIES

The Principal Contractor shall at all times ensure his status of an "employer" as referred to in the Act, and will abide by his/her responsibilities, duties and functions as per the requirements of the Act and Regulations with specific reference to Section 8 of the Act.

The Principal Contractor shall keep, and on demand make available, a copy of the Act on site at all times and in addition to that he/she will introduce and maintain a file titled "Health and Safety File", or other record in permanent form, which shall contain all relevant aspects and information as contemplated in the Construction Regulations. He/she will make this file available to the client or his representative whenever necessary or on request to an interested party.

16. THE PRINCIPAL CONTRACTOR'S SPECIFIC DUTIES

The Principal Contractor's specific duties in terms of these specifications are detailed in the Construction Regulations promulgated in February 2014.

The Principal Contractor is specifically referred to the following elements of the Construction Regulations:

Regulation No. 1	- Definitions
Regulation No. 2	- Scope of application
Regulation No. 3	- Application of construction permit
Regulation No. 4	- Notification of construction work
Regulation No. 7	- Principal Contractor and Contractor
Regulation No. 8	- Supervision of construction work
Regulation No. 9	- Risk Assessment
Regulation No. 28	- Stacking & Storage on construction sites
Regulation No. 30	- Construction employees' facilities
Regulation No. 32	- Approved Inspection authorities
Regulation No. 33	- Offences and penalties

This list must not be taken to be exclusive or exhaustive!

The Principal Contractor shall ensure compliance to the Act and its Regulations and specifically to the above regulations, and document each record in the Health and Safety File.

19. HOUSE KEEPING

Good housekeeping will be maintained at all times as per Construction Regulation 27. Poor housekeeping contributes to three major problems, namely, costly or increased accidents, fire or fire hazards and reduction in production. Good housekeeping will enhance production time.

Particular emphasis is to be placed on the following crucial elements of a construction site:

- Phase priorities and production/plant layout
- Enclosures
- Pits, openings and shoring
- Storage facilities
- Effective, sufficient and maintained lighting or illumination
- Principal sources of injuries e.g. stairways, runways, ramps, loose building material
- Oil, grease, water, waste, rubble, glass, storm water

- Colour coding
- Demarcations
- Pollution
- Waste disposal
- Ablution and hygiene facilities
- First aid

This list must not be taken to be exclusive or exhaustive!

In promotion of environmental control all waste, rubble, scrap etc, will be disposed of at a registered dump site and records will be maintained. Where it is found to be impractical to use a registered dump site or it is not available, the Principal Contractor will ensure that the matter is brought to record with the client or his representative, after which suitable, acceptable alternatives will be sought and applied.

Dross and refuse from metals, and waste matters or by-products whose nature is such that they are poisonous or capable of fermentation, putrefaction or constituting a nuisance shall be treated or disposed of by methods approved of by an inspector.

NOTE: No employer (Principal Contractor) shall require or permit any person to work at night or after hours unless there is adequate, suitable artificial lighting including support services in respect of Health and Safety.

20. LOCKOUT SYSTEMS: - *ELECTRICAL!*

A system of control shall be established in order that no unauthorized person can energize a circuit, open a valve, or activate a machine on which people are working or doing maintenance, even if equipment, plant or machinery is out of commission for any period, thus eliminating injuries and damage to people and equipment as far as is reasonably practicable.

Physical/mechanical lock-out systems shall be part of the safety system and included in training. Lockouts shall be tagged and the system tested before commencing with any work or repairs.

21. INCIDENT INVESTIGATION

Inspection and reporting is the best way in which a responsible contractor can control his area of responsibility. All incidents therefore, irrespective of whether it gave rise to loss, injury, damage or not, shall be investigated and the results recorded in the Health and Safety File.

22. GENERAL

The project under control of the Principal Contractor shall be subject to periodic health and safety audits that will be conducted by the client at intervals agreed upon between the Principal Contractor and the client, provided such intervals will not exceed periods of one month. The Principal Contractor is to ensure that he/she and all persons under his control on the construction site shall adhere to the above specifications, as non-conformance will lead to the client taking action as directed by Construction Regulation 5(1) (q). The Principal Contractor should note that he/she shall be held liable for any anomalies including costs and resulting deficiencies due to

delays caused by non-conformance and/or non-compliance to the above Health and Safety Specifications and the Health and Safety Plan based on these specifications.

23. IMPORTANT RECORDS TO BE KEPT

1 Inspection checklist (template)

The documents are to be used as a point of reference to determine which components of the Act would be applicable to a particular site or task or project,

INSPECTION CHECKLIST

Employer Particulars	
Employer:	
Registered Name of Enterprise:	
Trade Name of Enterprise:	
Company Registration No.:	
SARS Registration No.:	
UIF Registration No.:	
COIDA Registration No.:	
Relevant SETA for EEA purposes:	
Industry Sector:	
Bargaining Council:	
Contact Person:	
Address of Premises:	
Postal Address:	
Telephone Number:	
Fax Number:	
E-mail Address:	
Chief Executive Officer:	
Chief Executive Officer Address:	
Competent Person:	
Maximum power demand: in KW	
Health and Safety Representatives:	
Activities, products manufactured and/ services rendered:	
Raw materials, materials and chemical/ biological substances:	
Total Number of Employees:	Male: Female:

Contractor Particulars	
Contractors:	
Site Address:	
Contracts Manager:	
Managing Director:	
Competent Persons:	
CR16(1): SCAFFOLDING:	

CR17(1): SUSPENDED PLATFORMS:	
CR19(8)(a): MATERIAL HOIST (S):	
CR20(1): BULK MIXING PLANT:	
CR10(1)(a): FALL PROTECTION:	
CR13(1)(a): EXCAVATION WORK:	
CR14(1): DEMOLITION WORK:	
CR21(2)(b): EXPLOSIVE ACTUATED FASTENING TOOLS	
CR28(a): STACKING	

INSPECTION

SECTION/REGS	ITEM CHECKED	N/A	YES	NO
	APPOINTMENTS			
CR8(1)	Supervisor:			
CR8(2)	Assistant Supervisor:			
CR8(5)	Construction Health and Safety Officer			
S17(1)	Health & Safety Representative: (ratio)			
S19(1)	Health & Safety Committees			
CR 14(1)	Demolition Expert			
	DOCUMENTS			
GAR 9(1)	Records of Incidents			
GAR 4	Copy of the Act			
GAR 7	Safety Reps Report			
Section 20(2)	Safety Committee Minutes			
DMR 18(7)	Lifting Machines, hand-powered lifting devices and lifting tackle			
CR 3(4)	Application for Construction Work Permit			
CR 4	Notification of Construction Work			
CR 9(6)	Risk Assessment			
CR 7(7)	Proof of the Health & Safety Induction Training			
CR 11(2)(c)	Structures			
CR13(2)(i)	Excavations			
CR7(1)(g)	Medical Certificates of Fitness			
CR 17(11)	Suspended platforms; inspections and performance test records			
CR 7(1)	Health & Safety File			
CR 17(11)	Suspended Platforms' Performance Records			
CR 19(8)(c)	Material Hoists Record Book			
CR21(2)(g)	Explosive actuated fastening device register			
CR 23(1)(k)	Construction Vehicle & Mobile Plant Register			
CR 24(e)	Electrical Installation & Machinery Register			
	INCIDENTS			
GAR 8(1) S24	Reported			
GAR 9(1)	Recorded Investigated Action Taken			

	PUBLIC SITE			
FR 2(1)	Sanitary Facilities			
CR 30(1) (c)	Changing Facilities for each sex			
CR 27(f)	Perimeter fence & no admittance			
CR 27(g)	Overhead protection netting/falling objects			
NB Notice	Pedestrian warning			
	PERSONAL SAFETY EQUIPMENT			
	Items Issued:			
GSR 2(3)	Items Required:			
S23	(What is the payment on each item?)			
	SAFETY PLANS			
	FIRST AID			
GSR 3(6)	Name(s) of First Aider(s):			
CR 5(1)(b)	Client's Health & Safety Specification			
CR7(1)(a)	Principal's contractor H&S Plan			
	FIRE HAZARD & PRECAUTIONS			
GR29	Flammables used, waste, hot work, diesel, fuel, gas			
	ELECTRICAL INSTALLATIONS & MACHINERY			
CR24	Guarding to Electrical Installations			
	ILLUMINATION			
ER 3(6)	Dangerous Places and signage as well			
	Housekeeping			
ER6(2)(b),(c),(d)	Clear space storage			
ER6(3)	Disposal of waste			

The guidelines and conditions provided in this attached document form an integral constituent of the Health and Safety Specifications. It is therefore a condition of acceptance that no Health and Safety Plan shall be complete unless all relevant elements of this document applicable to the above project have been included in the Health and Safety Plan. The final approval of the Health and Safety Plan in terms of CR5(1)(l) shall be subject to this requirement based on the following certification by the Principal Contractor or his Agent:

IMPORTANT CONTACT DETAILS

(FOR HEALTH & SAFETY ASPECTS ONLY)

The contractor is to add all the important contact information about essentials services, support and assistance.

	SERVICE	NUMBER	CONTACT PERSON
	Hospital		
	Ambulance		
	Water		
	Electricity		
	Police		
	Fire Brigade		
	Engineer		

ADD OTHER IMPORTANT HEALTH & SAFETY CONTACT DETAILS AS MAY BE FOUND NECESSARY.

C3.3 – PW 371-B SPECIFICATION

PW 371-B

EDITION 2.2

Department: Public Works

REPUBLIC OF SOUTH AFRICA

CONSTRUCTION WORKS: SPECIFICATIONS

PARTICULAR SPECIFICATION

First Edition October 1983
Second Edition January 2013
Edition 2.2 December 2015

Particular Specification

(read with PW371-A)

This specification falls under the Scope of Work as defined in *Standard for Uniformity in Construction Procurement,* published by the Construction Industry Development Board (CIDB), and is based on national or international standards, where such exist.

Works: **Department Of Employment and Labour: Mdantsane Labour Centre: Supply and Installation of Six Carports at Existing Parking Area**

Ref no: **14/1/3/1/1/6464/5050**

TABLE OF CONTENTS

1 Earthworks

1.1 Site clearance

Applicable standard: SANS 2001 – Construction Works Part BS1: Site clearance

Specification data[1]:

SANS 2001 standard specifications are deemed to satisfy the provisions of SANS 10400.

SANS 2001-BS1 covers removal of vegetation, fences, guard rails and posts, litter and building rubble, boulders of size up to 0,15 m3, and surface and subsurface obstructions, and demolition and removal of structures (including their basements, if any), not directly associated with or incidental to any excavation.

€ designated area/site in which work is to be carried out: see drawings

€ level of finished earthworks: see drawings

€ site clearing activity numbers: …

1 / 2 / 3 / 4 / 5 / 6 / 7 / 8 / 9 / 10 / 11 / 12

1 removal and disposal of vegetation; 2 removal and disposal of structures by means of bulldozing; 3 demolition, breaking up and removal of buildings to ground level; 4 demolition, breaking up and removal of underground structures; 5 ditto septic tanks, soak pits; 6 ditto litter, rubble, rocks on surface; 7 removal and stacking of re-useable materials; 8 removal of asphalt layers; 9 removal of paving; 10 removal of kerbs, channels, haunching; 11 scarifying, ripping to blocks <200 mm; 12 removal of disused foulwater and stormwater drains and watermains

€ description of materials to be reused: …

Activity 7 requires description of reuseable materials

€ depth of underground structures to be demolished: see drawings

Activity 4 requires depth of demolition of underground structures to be specified.

€ depth for ripping or excavation: see drawings

Activity 11 requires depth for ripping or excavation to be specified

€ designated sites for disposal of materials: see drawings

€ designated sites for disposal of reusable materials: see drawings

€ trees, turf, plants, bushes, shrubs and flora to be preserved and/or replanted: see drawings

Look up tree distance guidelines in SANS 10400-H Annex E.

€ topsoil: select and stockpile

Topsoil is mostly a precious commodity.

1.2 Earthworks (general)

Applicable standard: SANS 2001-Construction works Part BE1: Earthworks (general).

Specification data:

SANS 2001-BE1 covers: excavation, filling, compaction and finishing of general excavations for buildings, bridges and structures, terracing, landscaping and private railway sidings, carried out with heavy construction equipment or light construction equipment, or by hand.

€ topsoil: select and stockpile

€ areas where surplus and unsuitable materials shall be disposed of: see drawings

€ areas to be topsoiled: see drawings

[1] The specification data for SANS 2001 standards as listed in this publication is a selection of importance mainly for buildings. See Annex A of the relevant standard for the full list of specification data, and follow instructions when required for civil works.

- € areas to be grassed or vegetated: see drawings
- € degree of accuracy required : II

Relevant standards:
SANS 10400-F Site Operations.
SANS 10400-G Excavations.
To be published: SANS 2001- Construction works Part BE2: Earthworks (small works).

2 Concrete works

2.1 Structural works (SANS 2001-CC1)

Omit this part if not relevant, or SANS 2001-CC2 Concrete Works (Minor Works) is specified.

SANS 2001-CC1 covers: structural concrete in buildings and structures where the design and supervision of reinforced, prestressed and precast concrete are under the direct control of appropriately qualified engineers and technologists. Does not cover piles, harbour and marine works, and underground works in mines.

Specification data:

materials

€ strength concrete grade: see drawings

10 / 15 / 20 / 25 / 30 / 40

Omit if prescribed mix concrete is specified.

Contractor is responsible for design of strength concrete.

Strength concrete is designated by its characteristic strength followed by the size of stone used in its manufacture, for example, grade 30/19 refers to a 30 MPa mix made with 19 mm stone. Stone size has little influence on strength but does affect workability and water demand.

Grades for typical applications are

10 (plain [unreinforced] concrete strip foundations, or surface beds where the slab does not serve as the final wearing surface);

15 (plain concrete strip foundations, floors on the ground that will serve as the final wearing surface);

20 (reinforced concrete subject to non-aggressive (dry) conditions; base courses of lightly loaded floors (no trucking) and one-course domestic and office floors on the ground that will serve as the final wearing surface; landscape footpaths);

25 (general reinforced concrete construction in buildings, bridges, culverts, silos, machine foundations, slab-on-the-ground foundations, unplastered walls above ground);

30 (machine foundations subject to vibration and shock; concrete roads; paving and floors on the ground to carry fork-lift trucks), precast concrete;

40 (specially watertight walls and tanks; highly stressed rc members; precast structural units; concrete subject to severe vibration and shock, abrasion and wear).

€ prescribed mix concrete: SANS 2001-CC2 table 5 / …

Omit if strength concrete is specified. SANS 2001-CC2 table 5 (19 mm aggregate) and table 6 (13 mm aggregate) contains generic prescribed concrete mixes for strength grade 10, 15, 20, 25, 30, or specify bespoke requirements.

€ characteristic strength of tendon steel for prestressing: …

€ joint fillers, sealants, waterstops, bearings and accessories: … / see Section 6

€ steel joint cover plate finish: not galvanized / galvanized

off-form surfaces

€ concrete off-form surface finish (smooth-special): steel forms, uniform texture, appearance and colour

Specify special off-form and exposed aggregate surfaces only with permission: timber boards, special patterned finish (hardboard, rubber, plastic), brushed, tooled, sand-blasted or aggregate transfer. See SANS 2001-CC1 table 1.

construction joints

€ type: see drawings

construction joint / movement joint / contraction joint / expansion joint

In general, in off-form surfaces, construction joints should be shown where a day's casting starts and ends, e.g. bottom and top of slab/column.

€ joint sealing requirements: see Section 6

SANS 2001-CC1 specifies the finishing of exposed horizontal cast in situ concrete surfaces excluding industrial floors. Public ramps must have a safe gradient and frequent landings for disabled persons. Check with SANS 10400-S. See note on stairways at end of section.

€ parts of the structure which need to be watertight: see drawings

€ degree of accuracy required: II

precast/prestressed concrete

€ surface finish required to precast units: special off-form / exposed aggregate / mosaic / ...

€ prestressing particulars: ...

€ order of loading and magnitude of load for each component of prestressing tendon: ...

€ prestressing test requirements: ...

€ position of lifting and supporting points, method of lifting, type of equipment and transport used in handling and erection of precastunits: ...

€ method of assembly and erection of precast units: ...

€ design requirements for structural connections of precast units: ...

€ degree of accuracy required: II

additional requirements

€ low-density concrete if not breeze (clinker) concrete at 800-960 kg/m^3

60-160 (vermiculite) / 120-240 (perlite) / 450-720 (foamed slag) kg/m^3

€ form drip joint or downstand under all exposed off-form slab edges; chamfer exposed edges of off-form columns, slabs, joints etc.; use standard plastic joint formers

2.2 Minor works (SANS 2001-CC2)

Omit this part if SANS 2001-CC1 is specified.

SANS 2001-CC2 covers concrete works in foundations, slabs, stairways, masonry walls, pipelines, manholes, latrines, conservancy tanks, septic tanks and the like where the design and supervision of plain, reinforced and precast concrete are not necessarily under the direct supervision of approved, qualified engineers and technologists and no special finishes to the concrete are required. Use SANS 2001-CC1 when special finishes are required.

Specification data:

€ horizontal surfaces that need to be non-skid: see drawings

2.3 Foundations (SANS 2001-CM2)

SANS 2001-CM2 covers construction requirements for strip footings, pad footings and slab-on-the-ground foundations to receive masonry walling, and the construction of lightly loaded concrete surface beds.

Specification data:

€ site class designation: see drawings

R / H / C / S / P / H1 / C1 / S1 / H2 / C2 / S2 / H3

R rock; H heaving (expansive) soils; C collapsible soils; S compressible sand; P fill, dolomite, marshy areas, mine waste, very soft clays. Site class designations R, H, C,S indicate that the expected range of total soil movements arising from ground movements is such that no special precautionary measures are required to minimize the effects of differential ground movements on buildings. Number denotes higher range of movement. Behaviour of P is variable and the reason for such classification should be given in brackets, e.g. P (fill).

€ foundations: in accordance with the requirements of SANS 10400-H for strip footings, slab-on-the-ground foundations or modified normal construction for category of expected damage 1 or 2 / rational design by competent person

See SANS 10400-H for geotechnical and/or structural solutions for foundations on problem soils.

€ construction of steps in foundations in excess of 400 mm: see drawings

€ minimum founding depth: see drawings

Required where the geotechnical report indicates a deeper requirement than that provided for in SANS 10400-H.

additional requirements

€ protection against termites: SANS 10124.

2.4 Concrete floors and paving on the ground

€ industrial floors: direct-finished one course slab as designed and constructed to SANS 10109 under direction of a competent person

Direct-finished one-course concrete floors on the ground are superior to concrete bases with screed or topping, and should be used if floor is to be left as is, or if to be covered with resilient floor finishes like thermoplastic tiles or carpet.

concrete

€ concrete grade: see drawings

20 / 30

Show grades on drawings.

Default: (grade 20 for base courses of lightly loaded floors [no trucking] and one-course domestic and office floors on the ground that will serve as the final wearing surface, or grade 30 for paving and floors on the ground to carry fork-lift trucks) is acceptable.

damp-proof under-surface membrane

€ DPM under floor area: required / not required

Dpm normally not required under external floors.

fabric reinforcement

€ fabric reinforcement ref. no. 100 / … / not required

€ floor/paving thickness: see drawings

Floor thickness ranges between 120 and 360 mm, depending on loading, use

placing

€ levels and gradients: see drawings

joints

€ joint sealing: left open / sealed

Joints should be sealed when the floor is used under wet conditions, or where hygiene or dust has to be controlled.

2.5 Strongrooms

€ fire rating, burglar resistance and wall thickness class: see drawings

1 / 2 / 3 / 4

Class: 1 (4h, no burglar resistance, 200 mm wall, 125 mm floor/ceiling); 2 (4h, limited burglar resistance, 300 mm); 3 (4h, medium burglar resistance, 450 mm); 4 (4h, high burglar resistance, 525 mm)

NOTE ON STAIRWAYS

The rule in SANS 10400 – M of a minimum going of 250 mm and a maximum rise of 200 mm often leads to a disregard for two other rules, i.e, "*the dimension of each step of the stairway shall be such that the sum of the going and twice the riser is not less than 570 mm and not more than 650 mm*", and "*any stairway … shall have dimensions appropriate to its use*" (NBR part M Stairways). A maximum rise of 180 and a minimum going of 280 is a more comfortable and safer proportion, and should be used in most public buildings.

The full range of a more comfortable and safer proportion would be (rise/going):

180/280 mm; 170/280 – 320 mm; 150/280 – 350 mm; 120/280

3 Masonry

3.1 Masonry Walling (SANS 2001-CM1)

SANS 2001-CM1 Masonry Walling covers requirements for masonry walls, materials, the laying of masonry units in unreinforced and reinforced applications, the building in of door and window frames, holes and chases, the securing of timber roof structures and the fixing of slips.

Specification data:

masonry units

Bricks and blocks are collectively termed *masonry units,* whether solid or hollow. A block has dimensions which satisfy any one of the following conditions: a length of 300–650 mm, width of 130–300 mm, or height of 120–300 mm.

€ type: burnt clay / concrete

€ masonry units: SANS 2001-CM1 clause 4.1.1.3

Omit if masonry units to SANS 227 and SANS 1215 are specified.

SANS 2001 CM1 clause 4.1.1.1 states "Masonry units shall comply with the requirements of either 4.1.1.2 (SANS *227 and* SANS *1215*) or 4.1.1.3". Clause 4.1.1.3 is a generic description, which may be more practical in areas where bricks to SANS 227 are unobtainable. Specify to clause 4.1.1.3 only with permission.

burnt clay masonry units (SANS 227*[2])

Omit if requirements of SANS 2001-CM1 clause 4.1.1.3 are acceptable.

€ nature of face unit: hollow / solid / contractor's choice

€ class of face units: FBS / FBX / FBA

Class E bricks are any class of masonry unit produced for structural or load-bearing purposes in face or non-face work, and is supplied to an agreed compressive strength e.g. FBSE2, where the number equals the nominal compressive strength in megapascals.

€ nominal dimensions: 222 x 103 x 76 mm

See SANS 227 for modular sizes, e.g. 190 x 90 x 90 mm.

€ colour of face units: …

concrete masonry units (SANS 1215*)

Omit if requirements of SANS 2001-CM1 clause 4.1.1.3 are acceptable.

€ nature of unit: hollow / solid

€ colour of face units: …

€ nominal dimensions: 190 x 90 x 90 / 290 x 90 x 90 / 390 x 90 x 190 / 390 x 190 x 190 mm

mortar

€ sand: SANS 1090*

Omit if default (clause 4.1.4.1) is acceptable.

Clause 4.1.4.1 states that "Sand shall either comply with all of the following requirements or, if required in terms of the *specification data*, the requirements of SANS 1090 for mortar sand (natural or manufactured)"

€ mortar class: II

[2] Asterisk (*) denotes the preferred attribute or value.

Class I mortar is *suitable* for highly stressed masonry, e.g. multi-storey loadbearing buildings; class II is *suitable* for normal loadbearing applications, including parapets, balustrades, retaining structures, freestanding and garden walls, and walls exposed to severe dampness; class III mortar (not mentioned in SANS 2001-CM1) is *suitable* for lightly stressed bearing walls where exposure to dampness is not severe, or for renovation to unburnt clay masonry walling.

€ pigments for mortar: ... ; colour: ... ; other requirement(s) : ...

reinforcement

€ prestressing steel (hot-rolled bars or high tensile steel wire and strand) : ...

Provide particulars or omit if not required.

NOTE on metal wall ties: SANS 204 requires masonry walls enveloping habitable portions of the building fabric in all climatic zones to be cavity or insulated cavity walls. Note that existing wire tie types may not be able to be centred centrally and conform to the minimum embedment rule of 50 mm. Note that crimp wire ties are not for use on cavity walls.

work

€ face work jointing: struck* / flush / recessed / drip

Struck (half-round) joints are denser with better resistance to water penetration. Flush joints require careful cleaning of face work. Face work includes fair face work.

€ face work pointing shape, colour: ...

Pointing is the raking out of brickwork joints 20 mm deep, then filling with mortar, usually coloured. Joint faces can be left flush, projecting, or shaped in the same way as jointing.

€ multi-leaf wall bond: stretcher and brickforce / English bond (header course every second course) / collar-jointed bond

SANS 2001-CM1 specifies collar-jointed walls as default. Collar-jointed walls have a narrow cavity (<25 mm) between the leaves (the collar joint) which is filled solid with mortar or grout as the work progresses (not to be confused with *grouted cavity* construction where the cavity is wider and filled with concrete). Collar-jointing is intended for walls that require an effective thickness equal to the actual overall thickness of the wall. The success of this construction depends heavily on proper supervision. Collar-jointing is not mentioned in SANS 10249 Masonry Walling.

€ position of control and articulation joints: see drawings

additional requirements

€ wall type: see drawings

single leaf / multileaf / cavity / insulated cavity / grouted cavity / sealed multileaf

Sealed multileaf walls (outside face of inner leaf treated with a bitumen sealer) may be used in place of cavity walls in areas of prolonged, heavy, wind-driven rains, or where wall is faced with masonry-type facings (see *Masonry-type facings*)

€ special shape face bricks: see drawings

single bullnose / double bullnose / single cant / double cant

€ lintels in face work: see drawings

bed joint reinforced masonry / prestressed concrete lintels / galvanized steel / wood

For timber lintels see Section 4.

€ cavity reveals around windows/doors: open / closed / see drawings

In energy rated buildings, at cavity reveals around openings, cavity insulation should continue up to window or door frames to prevent thermal bridging, therefore "open".

A bituminous damp-proofing type may be required where bituminous waterproofing is to be bonded to damp-proofing – see Section 8.

3.2 Glass blockwork

glass blocks

€ nominal dimensions: ...

€ surface pattern: …
€ opacity: …
€ colour: …

3.3 Stone masonry

Loadbearing stone masonry. For stone cladding see *Masonry-type facings*.

€ type: rubble / dimension stone

3.3.1 Rubble

Rubble (koppieklip) is stone with irregular faces as found in nature on or near surface.

€ bedding of stones: set in mortar / dry set, with smaller stones to achieve stability.

3.3.2 Dimension stone

€ stone type: freestone / granite / marble / slate / cast stone

Freestone (makklip) is building stone soft enough to be cut with tools and uniform enough to be carved in any direction, typically sandstone.

€ face dressing: plain / polished / rusticated / vermiculated / boasted / drafted margin
€ shape and size: square sawn in modular rectangular sizes / …
€ bond to homogenuous pattern: random coursed / regular coursed
€ jointing: flush / keyed
€ pointing colour: …

3.4 Masonry-type facings

SANS 10073 The Safe Application of Masonry-type Facings to Buildings was withdrawn in May 2011 and "replaced" by SANS 10400-K Walls which does not yet touch on this important subject.

Thin panel cladding, e.g. marble, should be rail-fixed, leaving a cavity between facing and backing. The advantages of this system are avoidance of staining of the stone face, more reliable support, faster erection, smaller joints and less dependency on skilled labour. Consult specialist stonework contractors.

Facings wholly dependent on fixing to the backing with proprietary adhesive only may lead to failure.

€ facing type: precast concrete / natural stone / burnt clay units / concrete units of design, size, colour and finish: …

Joints should be sealed to prevent ingress of water and to provide for thermal and structural movement.

Relevant standards

SANS 993Modular co-ordination

SANS 10021 The waterproofing of buildings (in the case of facings this depends on climatic region, facing material and backing).

SANS 10073 The safe application of masonry-type facings to buildings (withdrawn).

SANS 10145 Concrete masonry construction.

SANS 10164 The structural use of masonry.

SANS 10249 Masonry walling.

SANS 10400-H Foundations.

SANS 10400-K Walls.

SANS 10400-M Stairways.

SANS 10400-P Drainage.

4 Structural steelwork

5.1 Structural steelwork (SANS 2001-CS1)

SANS 2001-CS1 covers structural steelwork for buildings and other structures, excluding bridges, offshore structures, mobile equipment (stackers, reclaimers, draglines, cranes, etc.), mine shaft steelwork (buntons and guides) and mining conveyances, but does not cover roof and side cladding, or the detailed aspects of sundry items such as handrails, ladders, steel flooring and the like, neither does it cover protection of steelwork against corrosion or fire.

Specification data:

- € class and grade of fasteners: ...
- € format of drawings: ...

State in which format and to which standards each category of drawings shall be prepared.

- € hole sizes for holding-down bolts in excess of 36 mm diameter: ...
- € connections to allow movement: ...
- € requirements for machining: ...
- € requirements for non-destructive tests on welds: ...

5.2 Sundry steelwork

5.2.1 Material

cold-formed structural steel (SANS 10162)

- € commercial quality steel: permitted if yield stress equals 200 MPa, tensile strength 365MPa; obtain proof.

Cold-formed profiles are often made from commercial quality steel of which the yield stress is seldom less than 210 MPa.

structural steel tubes SANS 657-1

- € coating: uncoated / hot dip galvanized coating SANS 32 quality B
- € size/profile: see drawings

Size/profile: 21, 27, 32, 34, 38, 42, 48, 51, 60, 76, 89, 102, 114, 127, 140, 152, 165, 178, 219 mm ø (general purpose); 20 x 20, 25 x 25, 30 x 30, 40 x 40, 50 x 50, 60 x 60, 70 x 70, 80 x 80, 90 x 90, 100 x 100, 115 x 115, 120 x 120, 135 x 135, 140 x 140, 150 x 150, 160 x 160, 175 x 175, 180 x 180 mm (square); 40 x 20, 50 x 30, 60 x 40, 80 x 40, 90 x 50, 100 x 50, 100 x 60, 120 x 60, 120 x 80, 140 x 90, 150 x 100, 160 x 80, 180 x 100, 200 x 100, 200 x 120, 220 x 140, 250 x 150 mm (rectangular)

corrosion resistant (weathering) steel

Corrosion resistant steel also known as COR-TEN, a registered trademark of USX Corporation. Corrosion resistant steel is weldable. Available in sheet (<2,0 mm) and strip (2,5 – 6,0 mm). Consult Mittal Steel.

- € grade: 1 / A

steel wire rope (cables)

- € class: 6 x 7 / 6 x 24 / 6 x 37 / 8 x 19 mm
- € diameter: 6 / 7 / 8 / 9 / 10 mm.

5.3 Coating

- € type: hot dip galvanising / prepainting / hot dip galvanising and prepainting (duplex system)

Other coating types on steel are vitreous enamel, plastic or protective tape.

SANS 121 provides for one set of coating thickness only – see NOTES at end of Section. Thicker (25%) coatings may be requested without affecting specification conformity. The primary influencer on hot dip galvanized coating is the steel composition. See SANS 14713 for design guidelines.

hot dip galvanising

The Hot Dip Galvanizers Association South Africa (HDGASA) is the industry representative body.

€ significant (architectural) surfaces: see drawings

NOTE on appearance of galvanized coatings

SANS 121:

"The primary purpose of the galvanized coating is to protect the underlying iron or steelwork against corrosion. Considerations related to aesthetics or decorative features should be secondary. Where these secondary features are also of importance it is highly recommended that the galvanizer and customer agree the standard of finish that is achievable on the work [in total or in part], given the range of materials used to form the article. This is of particular importance where the required standard of finish is beyond that set out in this section. It should be noted that 'roughness' and 'smoothness' are relative terms and the roughness of coatings on articles galvanized after fabrication differs from mechanically wiped products, such as galvanized sheet, tube and wire. It is not possible to establish a definition of appearance and finish covering all requirements in practice.

The occurrence of darker or lighter area (e.g. cellular pattern or dark grey areas) or some surface unevenness shall not be cause for rejection: also wet storage stain (white or dark corrosion product – primarily basic zinc oxide – formed during storage in humid conditions after hot dip galvanising) shall not be cause for rejection, providing the coating thickness remains above the specified minimum value."

€ sample: required / not required

€ special pre-treatments: …

€ special coating thickness: …

€ any after treatments: …

€ method of site repair and maximum allowable size of repair: …

Omit if default (repair by either zinc metal thermal spraying, zinc rich epoxy or a *suitable* zinc rich paint, provided that the repaired surface receive an additional 30 µm over and above that required in terms of the specification; HDGASA recommends a practical repair area of ± a R5 coin) is acceptable.

€ architectural work to be packaged: required / not required

paint or varnish

SANS 12944 covers the following suitable surfaces for painting: uncoated steel; thermally sprayed with zinc, aluminium or their alloys; hot dip galvanized; zinc-electroplated; sherardized; prefabrication primed; other painted surfaces. Part 2 deals with the principal environments and the corrosivity of these environments to which steel structures are exposed: atmospheric corrosivity category: C1 very low / C2 low / C3 medium / C4 high / C5-I very high (industrial) / C5-M (marine); immersed category for water and soil: Im1 (fresh water) / Im2 (sea or brackish water) / Im3 (soil). Part 5 deals with paint systems.

€ paint system: alkyd / chlorinated rubber / PVC / acrylic / epoxy / ethyl silicate / polyurethane / bitumen

Protective paint systems not covered: powder coating; stoving enamel; heat-cured paints; linings of tanks; products for the chemical treatment of surfaces.

5.4 Fire protection

The yield strength of steel is halved at temperatures exceeding 550°C. Consider placing columns outside building.

€ protection of structural steel against fire: see drawings

reinforced concrete grade 25 / solid masonry / sprayed vermiculite-cement/perlite-cement / metal lath and plaster

Relevant standards:

SANS 1921 Construction and management requirements for works contracts.

SANS 10094 The use of high-strength friction-grip bolts.

SANS 10162 The structural use of steel.

SANS 14713 Protection against corrosion of iron and steel in structures – zinc and aluminium coatings – guidelines.

HDGASA code of practice no 1-1990 The Surface Preparation and Application of Organic Coatings to New, Unweathered Hot Dip Galvanized Steel (Sheet and Section) Excluding In-line Coil Coatings.

HDGASA code of practice no 2-1990 Specification for the Performance Requirements of Coating Systems Applied to New Unweathered Hot Dip Galvanized Steel (Sheet and Section) excluding In-line Coil Coating (Duplex Systems).

NOTES on hot dip zinc coating thickness and service life:

Consult the Hot Dip Galvanizer's Association of South Africa (HDGASA) for determination of high corrosivity areas.

All hot dip galvanising specifications state the minimum *suitable* coating thickness and not average coating thickness. The thickness actually achieved varies with steel composition and thickness of steel, and can range from the minimum up to >50% greater. As life expectancy predictions are normally based on the minimum coating thickness, they are usually conservative.

Hot dip galvanized coating on structural steel should in most cases provide a service-free life of 40 – 50 years. This is determined by dividing the minimum achieved coating thickness taken on the thinnest steel component by the corrosion rate per year for the location in question (see table).

HDGASA uses *SANS ISO* 9223 to determine corrosivity categories, based on three factors:
1) Time of wetness, being the period that the zinc surface is covered by liquid containing the corrosive elements (electrolyte); 2) Airborne pollution containing sulphur dioxide (SO_2); 3) Airborne pollution containing salinity, usually in the form of chlorides carried on prevailing sea winds.

Estimated service life of hot dip galvanized steel complying with SANS 121				
Corrosivity Category ISO 9223	Zinc corrosion rate / yr	55 µm for steel 1.5 – 3mm thick	70 µm for steel 3 – 6 m m thick	85 µm for steel >6 mm thick
C 1 very low	<0.1 µm	>100 yrs	>100 yrs	>100 yrs
C 2 low	0.1 – 0.7	<78.5 yrs	>100 yrs	>100 yrs
C 3 medium	0.7 – 2.1	26 – 78.5 yrs	33 – 100 yrs	40 – >100 yrs
C 4 high	2.1 – 4.2	13 – 26 yrs	16 – 33 yrs	20 – 40 yrs
C 5 very high	4.2 – 8.4	6.5 – 13 yrs	8.3 – 16 yrs	10 – 20 yrs

Source: HDGASA Information sheet No 8.

Coating thickness in µm can be converted to approximate coating mass per unit area in g/m² by multiplying by the nominal density of the coating (7,2 g/cm³): thus 55 µm = 395 g/m²; 70 µm = 505 g/m²; 85 µm = 610 g/m²

Source: SANS 121 / SANS 14713.

Z275 is the designation for 275 g/m² zinc/surface area on both sides of steel sheet (for sheet that would mean 137.5 g/side) which equals a mean coating thickness of 19 µm. Similarly, Z450 equals 22 µm, and Z600 equals 43 µm).

5 Insulation, sealants, seals

6.1 Thermal insulation

6.1.1 Materials

Consider insulation materials with recycled content, e.g. polystyrene, glass fibre, cellulose and polyester fibre. Consult TIASA (Thermal Insulation Association of SA) or EPSASA (Expanded Polystyrene Ass. of SA).

€ type: bulk (rigid board, fibre matts or batts) / reflective (foil) / composite bulk / loose fill / pipe / spray foam

€ required R-value/thickness: SANS 204

Show all insulation thicknesses on drawings. Actual R-value test results may be obtained from the South African Fenestration and Insulation Energy Rating Association (SAFIERA).

€ required fire performance classification of thermally insulated building envelope systems: SANS 428

€ combustability: A / B

A (non combustible); B (combustible)

€ surface fire spread properties: 1 / 2 / 3 / 4 / 5 / 6

1 (no flame spread) / 2 – 6 (rapid flame spread)

€ application: vertical / horizontal / vertical and horizontal / see drawings

Consult SANS 10400-T for fire performance requirements.

rigid board

€ material: EPS / XPS / EPU

€ expanded polystyrene (EPS) grade: 16D-85 / 24D-170 / 32D-225

16D-85 (standard); 24D-170 (high); 32D-225 (extra high) (density kg/m³–compressive strength kPa)

EPS is combustible on its own but claimed to be fire-safe in a masonry cavity with closed reveals (see EPSASA leaflet *EPS Cavity Wall Insulation*). EPS will resist the passage of moisture. Panel width: 600 mm; thicknesses: 25, 30, 40, 50 (ex stock), 60, 70, 80 (to order)

€ face: plain / foil / …

€ edge: square / shiplap / tongue and groove

fibre mats/batts

€ form: mats (flexible) / batts (rigid)

€ face: plain / foil / …

Typical fibres are mineral (rock wool, glass wool), synthetic (polyester, polyethylene), and natural (wool). Fibre insulation is not recommended in partial fill masonry cavity construction – consult manufacturer.

reflective foil

€ reflective foil class: A / B / C / D

A (reinforced, both surfaces reflective), B (reinforced, one surface reflective), C (unreinforced, both surfaces reflective), D (unreinforced, one surface reflective). Foil may double as an effective vapour barrier. See additional notes on foil at end of this section.

The thermal resistance of reflective insulation varies with the direction of heat flow through it, i.e. vertical, horizontal or sloped, and the number and defined thicknes of air spaces it faces. It is important that bright surfaces facing air spaces remain untarnished on at least one surface.

The difference in direction of heat flow is generally marginal for bulk insulation but can be pronounced for reflective insulation. Reflective insulation is more effective at reducing summer heat gain than reducing winter heat loss.

Reflective foils are valuable when used in combination with bulk insulation for improved performance.

Composite bulk and reflective materials are available that combine some features of both types. Examples include foil bonded to bulk insulation, whether blankets, batts or boards, i.e. foil faced blankets, foil faced batts and foil faced boards.

metal faced insulation panels

For use in buildings, cold rooms and hot rooms, interior and exterior.

€ corrosion comparison index of panel-facing coating: 1 / 2 / 3 / 4

€ core insulation: calcium silicate / mineral fibre / polyisocyanurate / polyphen / polystyrene / polyurethane / rockwool

€ facing: chromadek / galvanized steel / PVC laminated galvanized steel / stainless steel / zincalume

Metal faced insulation panels are typically used in cold storage systems. Consult TPMA (Thermal Panel Manufacturer's Association).

loose fill

€ loose fill: pellets or granules / cellulose.

6.1.2 Installation

€ system: SANS 204 / rational design

masonry cavity wall insulation

€ type: full fill cavity / partial fill cavity / loose fill / see drawings

Insulation can be installed full fill in cavities in most areas where cavity walls are not required to prevent moisture migration, or where walls are plastered and painted or protected by roof overhangs of >750 mm.

Insulation should be installed partial fill in cavities where the cavity also serves as a moisture barrier against wind-driven rain, mostly in winter rainfall areas, but also in cases of exposed face brick walls in general (e.g. gable walls, walls without roof overhangs, high buildings).

In exposed walls, filling cavities with loose fill insulation may result in insulation becoming wet, losing its insulation value and causing dampness on the inner leaf.

Filling of concrete block cores with any type of insulation offers little energy savings since the majority of heat is conducted through the webs and mortar joints.

masonry wall external face insulation

€ masonry wall external face insulation: ...

Omit if default (patent system of EPS external insulation bonded and mechanically fixed to dry, sound and flat surface, finished with reinforced polymeric plaster) is acceptable, or specify alternative.

Installing insulation against internal face of envelope wall would result in losing capacitive insulation of internal leaf (thermal mass).

pitched roof/ceiling insulation

€ system: reflective foil under roof covering / bulk insulation on ceiling / foil + bulk / see drawings

flat roof insulation

€ material: rigid EPS insulation density 32D

€ flat roof insulation position: over waterproofing / under screed

Insulation on flat trafficable concrete roofs should be firm enough to support the waterproofing system and foreseeable loadings, i.e.under screed. See Section 8 for further particulars.

floor insulation

€ under floor slab insulation: required / not required

In case of in-slab heating as required by SANS 204.

6.2 Vapour barriers

€ type: ...

€ position: see drawings

Clay brick and concrete block masonry is able to accommodate moisture migration (damp open), normally rendering a vapour barrier unnecessary. SANS 204 advises that designers should consider that interstitial condensation occurs in walling systems which are not able to prevent or accommodate moisture migration. Also, that artificial cooling of buildings in some climates can cause condensation to form inside the layers of the building envelope. Such condensation can cause significant structural or cosmetic damage to the envelope before it is detected. Associated mould growth may also create health risks to the occupants. Effective control of condensation is a complex issue. In some locations a fully sealed vapour barrier may need to be installed on the more humid, or generally warmer, side of the insulation.

6.3 Sound absorption

materials

€ structure-borne sound insulation: mineral fibre mats SANS 1381 / cork

€ airborne sound absorption: mineral fibre mats SANS 1381 + perforated 10 mm plywood / plasterboard / hardboard / metal / see drawings.

6.4 Joint fillers/sealants

€ joint filler/sealant colour: ...

Industrial sealants compatible with bitumen may not be available in SA.

Two-part sealants are generally more effective and costly than one-part sealants.

See also SANS 2001-CC1 for specification of waterstops.

6.5 Architectural seals

€ type: patent extruded aluminium carriers with flexible seal inserts of synthetic rubber, rigid PVC, nylon brush filaments, polypropylene pile, or silicone rubber / patent PVC, pile or neoprene door and window frame seals / patent silicone intumescent seals (fire and smoke) / patent external extruded aluminium threshold plate seals

Architectural seals need careful study by the designer – consult supplier.

€ aluminium extrusion finish: mill / anodised / painted

€ intended use of seal: energy (draughts, dust, insects) / intumescent (fire and smoke) / acoustic (noise) / finger-pinch protection (schools, day-care centres) / threshold plate / access (mobility, disabled persons)

Intumescent seals are designed to expand when subjected to heat.

€ duty level: light / medium / heavy

Duty level: light (domestic); medium (commercial); heavy (hospitals, airports, shopping malls).

€ mounting: fully morticed / semi morticed / surface mounted / grooved.

NOTE: Additional notes on reflective foil thermal insulation:

The difference in direction of heat flow is generally marginal for bulk insulation but can be pronounced for reflective insulation. Reflective insulation is more effective at reducing summer heat gain than reducing winter heat loss.

The thermal resistance of reflective insulation varies with the direction of heat flow through it, i.e. vertical, horizontal or sloped, the number of air spaces and defined thicknesses of the air spaces. Furthermore, that the bright surfaces facing the air space/spaces remains untarnished on at least one surface.

Reflective foils are valuable when used in combination with bulk insulation for improved performance.

Composite bulk and reflective materials are available that combine some features of both types. Examples include foil bonded to bulk insulation, whether blankets, batts or boards, i.e. foil faced blankets, foil faced batts and foil faced boards.

6 Roof coverings, cladding

To be published: SANS 2001-CR2 Tiled and sheeted roofs.

7.1 General

€ type of cover, cladding: see drawings

tile / profiled sheet / fully-supported sheet / thatch

€ roof pitch: see drawings

Check minimum roof pitches with SANS 10400-L. Roof pitches below that recommended by the manufacturer can be achieved by laying plywood boarding over the rafters and covering with waterproofing before tiling. Check with manufacturer.

underlay

€ underlay type: reflective foil / polymer / the subject of an active Agrément Certificate

See Section 6 for reflective foil. Reflective foil doubles as thermal insulation and should be first choice in hot climates.

7.2 Tile roofing/cladding

7.2.1 Materials

€ type of tile: concrete / clay / slate / fibre-cement / metal

concrete roof tiles

Concrete roof tiles have a mass of ±55 kg/m² laid.

€ pattern and colour: …

€ type: plain / interlocking

€ body colour or surface coating category: 1 / 2 / 3 / 4

1 (none); 2 (surface coating only); 3 (body colour only); 4 (both).

€ finish: throughcolour / granular / sanded

clay roof tiles

€ type: Broseley (plain) / Marseilles (interlocking) / …

€ colour: …

natural slate tiles

€ size, colour: …

fibre-cement slates

€ texture, colour: plain / textured / natural / …

Mass of fibre-cement tiles is 25 kg/m² laid.

metal roofing tiles

€ material, finish: hot dip galvanized steel / aluminium alloy / stainless steel / coated / uncoated

fixing materials

€ fixing materials: galvanized steel / stainless steel or aluminium

Galvanized steel in inland regions. Stainless steel or aluminium in *coastal regions* or corrosive atmospheres, except for clay tiles where all fixings shall be stainless steel.

7.2.2 Roof tiling

preparation

€ terrain category: 1 / 2 / 3 / 4

Terrain category 1: exposed open/ *coastal areas* (generally the area within 5km from the coast-line unless otherwise defined locally); 2: exposed with scattered obstructions; 3 : well-wooded areas and suburbs, town and industrial areas; 4: large city centres.

€ design wind speed: 40 / 45 / 50 / 55 m/s

€ height above ground / number of storeys: …

€ eaves: open / boarded

Eaves should be boarded in exposed terrains.

laying

€ tile: concrete / clay / slate / fibre-cement / metal

€ valley gutter: open / concealed

€ verge tiles: required / not required

roof underlay

€ roof underlay: required / not required

Underlays are strongly recommended in any area, and are mandatory in exposed and coastal terrains, depending on pitch. Not required for metal roof tiles.

SANS 204 states "all tile roofs in climatic zones 1, 2, 4 and 6 shall have a tile underlay or radiant barrier and the joints shall be sealed to prevent air infiltration and leakage".

7.3 Profiled sheet roofing/cladding

7.3.1 Metal sheet

Mass of metal sheet roofing is ±11 kg/m².

metal

€ metal and coating: zinc-coated (galvanized) steel / AZ-coated steel / prepainted zinc coated steel / weathering steel / natural aluminium alloy / prepainted aluminium alloy / stainless steel / copper

Copper, aluminium, stainless steel or weathering steel should be used in environments where atmospheric corrosion is aggressive. Check availability, thickness and finish of these metals with manufacturer/ supplier.

profile

€ profile: corrugated / box rib (IBR) / interlocking box rib / rib-trough/standing seam

€ sheet length: single lengths per roof slope / standard lengths with overlap / single length standing seam over-ridge (see ridging)

Standard lengths (1,8 – 14 m) – check with manufacturer/ supplier.

Corrugated and IBR sheets in standard lengths with overlap causes less thermal movement stress on exposed fixings than long lengths.

steel

€ nominal sheet thickness: 0,5 / 0,6 mm

Check availability of 0,8 mm sheets. 0,6 mm thick sheet costs ±16% more than 0,5 mm.

€ coating grade: Z275 / Z600 / AZ150 / AZ200

Z275 and AZ150 for inland regions, Z600 and AZ200 for coastal regions and aggressive atmospheres.
Coiled sheeting with hot dip zinc coating (galvanising) class Z275 has an average zinc coating thickness of about 19µm; Z600 - 42µm. AZ coatings have increased corrosion resistance over zinc coating by 3 or 4. See notes on hot dip galvanising under Section 5 Structural Steel. Get expert advice from HDGASA or ARTF - SCRACE.

aluminium alloy

€ aluminium roofing sheet thickness: 0,6 (cladding only) / 0,7 / 0,8 / 0,9 mm

stainless steel

€ stainless steel thickness: 0,5 / 0,6 mm

copper

€ copper: 0,6 mm thick

prepainted metal

€ prepainted metal sheet type: 3 / 4 / 5a / 5b / 6a / 6b

Type 3 (mild to moderate rural, urban, tropical and industrial environments) / 4 (marine and industrial) / 5a (severe marine) / 5b (heavy industrial and industrial marine) / 6a very severe marine) / 6b (very severe industrial).
Coil coated and prepainted products are e.g. Chromadek or Chromadek Plus (Mittal Steel) for marine and industrial environments; there are several others. Paint coating more than doubles the life of sheets with metal coating only.

weathering steel (Cor-ten)

€ weathering steel: 0,8 mm

bullnosing

€ bullnosing radius: …

Minimum radius about 500 mm (inside radius), depending on material, profile and sheet thickness.

roof ventilators

€ roof ventilator type, material, dimensions: …

7.3.2 Fibre-cement sheet

Mass of 5 mm thick fibre-cement sheets is 15 kg/m². Purlins must be 50 x 76 mm at 1 200 max spacing on trusses/beams at 1 200 max spacing (SANS 10243). Finish fibre-cement sheets in *coastal areas* with an anti-fungicidal paint – see section 14 Painting.

€ bullnosing radius: …

7.3.3 Glass-reinforced polyester sheet

See also SANS 141 GRP laminates.

€ type: 1 / 2

1 (with weathering protection both sides) / 2 (ditto one side)

€ class: W / WF

W (without fire-retardant properties) / WF (with fire-retardant properties)
SANS 10400-L: "skylights shall have a maximum opening area of 0,6 m² or, if in the form of a translucent roof sheet, an installed width of 700 mm".

€ mass: 1,0 – 1,4 kg/m² (domestic) / 1,4 / 1,8 / 2,4 kg/m² (industrial)

€ opacity: clear / opaque

€ colour: …

€ profile: see drawings / to match roofing/cladding sheet / corrugated / IBR / …

7.3.4 Polycarbonate sheet

€ colour: …

€ thickness: 1,0 mm / 1,2 mm

1,0 mm (domestic) / 1,2 mm (industrial)

€ profile: see drawings / to match roofing/cladding sheet / corrugated / IBR / …

7.3.5 Fasteners and washers

€ corrosion resistance class: 1 / 2 / 3 / 4

1 (general internal / 2 (general internal with significant condensation) / 3 external, mild to moderate industrial or marine) / 4 (external severe marine)

Identification of corrosive characteristics of the environment is essential.

Corrosion resistance class 2, 3 and 4 correspond with class C2, C3 and C4 of ISO 9223.

Some coating information for zinc and tin-zinc coated fasteners (corrosion resistance class, coating type, coating thickness in µm):

1, electroplated zinc (EZ), 4

2, EZ, 12

2, mech. plated zinc (MPZ), 17

3, EZ, 30

3, hot dip galv (HDG), 30

3, MPZ, 40

4, HDG, 50

4, MPZ, 45.

For full list see SANS 1273.

€ type and size: hook-bolt / U-bolt / J-bolt / drive screw / self-tapping screw / *according to* roofing material *manufacturer's instruction*

€ material: zinc-coated carbon steel / stainless steel.

7.3.6 Installation

exposed fixing

€ box rib cladding: with rib against girt / with rib away from girt

lapping

Sealing of laps in sheeted roofs in climate zone 1, 2, 4 and 6 is mandatory (SANS 204)

7.4 Fully-supported metal sheet roofing and cladding

Flat metal sheet with standing seams on continuous solid boarding can follow any shape within limits of the boarding. The specification presented in PW371-A is for copper. Other materials are zinc, lead, aluminium or hot dip galvanized steel. Check material and fixing with specialists.

Boarding must be able to absorb condensation under roof sheet - use of chipboard or other dense boarding material will cause corrosion. Board thickness depends on span.

7.5 Thatch roofing

To be published: SANS 2001- Construction Works Part CR3: Thatch Roofing.

Cost of a thatch roof is 15 – 20 % higher than a conventional roof. Check insurance requirements.

Consider requesting that the work be done by a member of the South African Thatcher's Association.

Avoid penetrations of the roof area – place chimneys preferably at the ridge, ventilation pipes outside the exterior wall faces.

Thatch can be shaped and moulded.

€ thatch type: grass / Cape reed (dekriet) / water reed

Local grass will weather better in the same climate from which it originates. Hyparrhenia and Hyparphilia species should last for 35 years. Thamnochortis species (Cape reed/dekriet) could last for 75 years. Also Phragmites Communis reed. 175 mm thick thatch weighs 35 kg/m2, about 40 bundles of grass per m^2.

Roof pitch in general should not be less than 45 degrees, 40 degrees at dormers (SANS 10400-L).

After the maintenance period the roof should be serviced every 10 – 12 years, and a new layer of 70 – 100 mm thatch added after 35 years. The life of thatch will be prolonged by brushing with a thatch spade at 4 – 5 year intervals.

€ wire sways: prohibited / allowed

Wire sways should not be used in roof construction in areas where lightning is a problem unless provided with a lightning protection system (See SANS 10400-T).

€ ridging: thatch / sand-cement / fibreglass

€ fire retardant treatment: none / pre-treatment / during construction / after installation

7.6 Flashings, trim

Flashings to metal roofs should be similar to roof material to ensure same life to first maintenance and avoid electrolytic corrosion.

Counter flashings with an anti-capillary fold avoid electrolytic corrosion.

7.7 Fascias and barge boards

€ size: see drawings.

Relevant standards:

SANS 10062: The fixing of concrete roof tiles.

SANS 10237: Roof and side cladding.

SANS 1200 HB-Cladding and sheeting.

SANS10400-L Roofs.

SANS 10400-T Fire protection.

Concrete Roof Tiles – Technical Manual. Concrete Manufacturer's Association.

Guide to good thatching practice. Thatcher's Ass of SA.

7 Plaster, screeds, toppings, terrazzo

11.1 Plaster

€ type: see drawings

cement plaster / gypsum plaster / lime plaster / insulating plaster / barite plaster / waterproof plaster.

11.1.1 Cement plaster (SANS 2001 EM1)

SANS 2001- Construction Works Part EM1: Cement Plaster Admixtures are not permitted in cement plasters to improve workability or improve the properties of the finished plaster.

Specification data:

€ application: single coat / multicoat

€ finish to cement plaster: smooth / textured / roughcast / bagged / skimmed

Show in drawings: V-joints through full plaster thickness at dpc level and where different materials meet; metal lath strips over roof anchors on single leaf masonry walls, or across joints between different materials – see SANS 2001-EM1.

11.1.2 Gypsum plaster

Do not mix gypsum-based plaster with plaster made with common cement – the sulphate compound in gypsum attacks common cement paste.

11.1.4 Insulating plaster

€ low density aggregate density range: 60 – 160 / 120 – 240 / 450 – 720 kg/m³

60 – 160 (exfoliated vermiculite); 120 – 240 (perlite); 450 – 720 (foamed slag).
Omit if default (800 – 960 kg/m³ (clinker) covered in SANS 2001-EM1) is acceptable.

Barite plaster for use in X-ray rooms. Thickness for general diagnostic X-ray work normally between 15 and 30 mm. Check mix and thickness with requirements.

11.1.6 Accessories

€ expanded metal, type: sheet/plate / angle bead / base bead / corner mesh / plaster lath / plaster stop / rib lath / strip mesh

€ angle rounded corner protection: 1 500 x 1,0 x 35 mm girth strip, position: see drawings.

11.2 Screeds, toppings, terrazzo

To be published: SANS 2001-EM2 Screeds and toppings.

Screed is a layer of a well-compacted mixture of cement and fine aggregate applied to a concrete base, *suitable* for receiving a floor finish.

Topping is a layer of high-strength concrete designed to provide a dense, abrasion-resistant surface on a concrete base.

Terrazzo is a hard-wearing decorative concrete finish in which crushed or uncrushed aggregate like marble and pigments is used, and of which the surface is generally ground and polished.

Specify screed or topping only where a direct-finished one-course concrete floor is impracticable.

11.2.1 Materials

proprietary surface treatments

Treatments to harden or seal the surface of toppings are not normally required, provided a sufficiently high grade of properly finished concrete is used. They may however be useful in dust sensitive areas or where oil spills or mildly acidic solutions may occur. Expert advice should be sought from the manufacturer/supplier.

€ form: dry shake / coating / screed
€ to improve: abrasion resistance / chemical impact resistance / slip resistance / density / UV resistance
€ colour/finish: …

mesh reinforcement

€ mesh reinforcement: …

Mesh reinforcement may be required to restrain differential shrinkage stresses and control cracking on precast concrete elements – not normally required.

water

€ water: SANS 51008

Omit if default (drinking water) is acceptable.

11.2.2 Mix

topping

€ concrete grade: see drawings

20 / 30 / 40 / 50

Topping: 1 part cement to 1½ parts sand to 1½ parts stone would produce a concrete strength of 25 – 30 MPa. Use concrete of at least grade 20 where abrasion resistance is not a consideration; grade 30 for floors for light duty industrial and commercial purposes; 40 for ditto medium duty; 50 for heavy duty industrial, workshops, special commercial; very heavy duty engineering workshops would require a proprietary topping. Consult The Concrete Institute for advice.

11.2.4 Laying

Method of laying as described here is known as "separate bonded construction", where the topping or screed is laid on and bonded to a hardened base. For other methods, for example monolithic construction, and separate unbonded construction, consult SANS 10109 part 2.

Compaction of the mix is most important. Stiff semi-dry mixes not well compacted are a common cause of bond failure. Compact stiff mixes with power-operated equipment such as vibrating screed boards.

Joints in screeds should be minimal. Screeds laid in large areas may crack, but this is more acceptable than curling at edges of small panels.

€ screed thickness: see drawings

25 – 50 mm

€ topping thickness: see drawings

25 – 40 mm

€ edge/feature/dividing strips: see drawings.

11.2.5 Finishing

€ type of finish: ordinary / hard / colour pigmented / dry shake / surface ground and polished

Ordinary finish is *suitable* for surfaces that are to be covered by flooring. Hard finish is *suitable* for surfaces that are not to be covered with flooring and for toppings that require high resistance to wear (grade 30 and higher).

Hardwearing surfaces like toppings and terrazzo may be ground and polished – not recommended for sand:cement screeds. Grinding tends to create lower slip resistance. Grinding will affect appearance and will remove surface treatments such as dry shakes.

€ surface smoothness: smooth / non-slip

pigmentation

€ type: integral (mix with dry cement) / add to freshly laid surface as a dry shake / not required.

11.2.6 Joints

€ type: isolation joint / intermediate sawn contraction joint / patent movement joint
€ pattern: see drawings
€ seal joints: required / not required
€ patent movement joint system with flexible inserts: aluminium / stainless steel / PVC

Material depends on nature and intensity of traffic. Joints should be sealed when floor is subjected to liquids, hygiene.

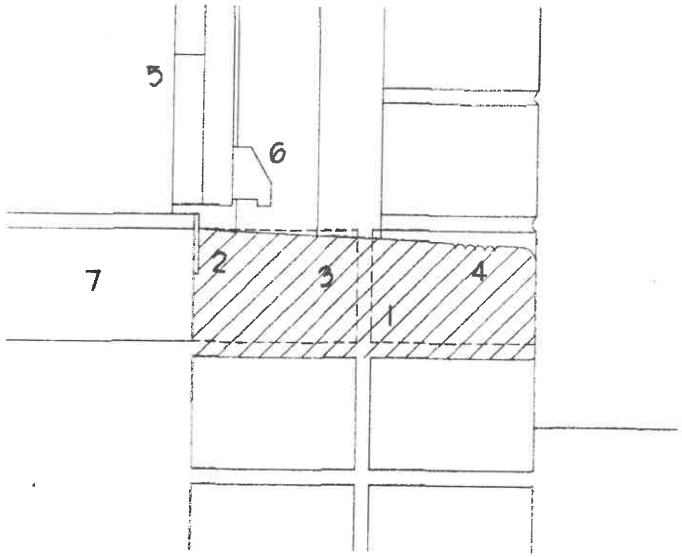
11.2.7 Surface regularity

€ degree of surface regularity: I (3 mm) / III (10 mm over 3 m in any direction)

Omit if default (II) is acceptable. Check with SANS 10155. In small rooms deviation should be less.

11.2.8 External thresholds

Placing the door in line with the inside wall face allows the join
under the door and adds a measure of rain protection to the d



1 break out bricks
2 metal edge strip
3 in situ or precast concrete threshold with slight fall
4 reeding
5 external door
6 weather bar
7 concrete surface bed

11.2.13 Surface sealing

€ seal floor surface with: one coat non-slip wax polish / epoxy / not required.

Relevant standards:
SANS 10109 Part 2 Finishes to Concrete Floors.
Concrete Basics for Building. 2004. Cement and Concrete Institute.

8 Electrical works

19.1 Earthworks (SANS 2001-DP1)

SANS 2001-DP1 covers earthworks for trenches for all types and sizes of buried pipelines, ducts, cables and prefabricated culverts, including excavation, preparation of trench bottoms, bedding, backfilling and reinstatement of surfaces.

Specification data:

€ areas where pipes are to be encased in concrete: see drawings

19.2 Cable ducts (underground) (SANS 2001-DP3)

SANS 2001-DP3 covers the supply, and the laying and bedding in trenches, of pipes of diameter not exceeding 160 mm as ducts for the protection of telephone and electric power cables.

Specification data:

€ type of pipe, associated fittings: pitch impregnated fibre / PVC-U / fibre cement / vitrified clay

Unplasticised polyvinyl chloride (PVC-U).

€ draw pits: see drawings.

19.3 Materials and installation

19.3.1 Wiring

conduits

Chasing is prohibited in wall faces that are to receive roof flashing. Roof flashing is inserted in grooves sawn with disc cutters after conduits are installed, leading to unnecessary and costly repair work.

conductors

See SANS 10198 The selection, handling and installation of electric power cables of rating not exceeding 33 kV.

distribution board, meter cabinets

€ position of DB's and meter cabinets: see drawings.

19.3.2 Fittings

luminaires

€ type: see drawings

surface mount / recessed / accent / downlighter / step / theatre / outdoor (pole, step, bollard)

stove, hob, oven, cooker hood

€ stoves, hobs, ovens, cooker hoods model, type: … / see drawings.

Relevant standards:
SANS 10114 Interior lighting.
SANS 10389 Exterior lighting.
SANS 10142 The wiring of premises.
SANS 10222 Electrical security installations.
SANS 10313: The protection of structures against lightning.
SANS 61024 Lightning protection of structures.

9 Mechanical works

20.1 Installation

€ routing and/or concealment of cables, ducts, trays, pipes etc. : see drawings.

20.3 Location and access

€ catwalks, cat ladders, access panels: see drawings.

Catwalks and cat ladders should be detailed and coordinated with other services in order to keep to a minimum
Check soil and traffic conditions with a Competent Person. The sub-base thickness is a function of both the type and amount of traffic to be carried and the strength of the subgrade. See also SANS 1200 ME, MF, ML.

10 External works

21.1 Paving

21.1.1 Materials

units

€ paving unit type: see drawings

precast concrete blocks / burnt clay pavers / in-situ concrete / precast concrete slabs

A fall of 1:60 is regarded as an optimum fall. Gradients of 1:100 are less forgiving (workmanship, settlement).

Class 25 (MPa) concrete blocks should be specified for most uses.

Thickness of blocks depends on site conditions, design requirements and cost.

precast concrete segmental paving blocks

€ type: S-A (interlock) / S-B (semi-interlock) / S-C (rectangular)

PB (uniform), PA (highly uniform in shape and size).

€ class: 25 / 35

Edge restraints along the perimeter of the paving is necessary to prevent lateral spread of the units and to retain the bedding course sand. See concrete culverts, kerbs etc. below.

€ nominal thickness: 50 / 60 / 80 / 100 / 120 mm

€ top edges: chamfered / not chamfered

The use of mine sand for jointing is generally accepted.

€ colour: …

burnt clay paving units

€ class: PB / PA

€ colour and work size: …

precast concrete paving slabs

€ size: 295 / 445 / 595 x 295 / 445/295 / 595/455 x 50/65 mm

sand for bedding and jointing of flexible paving

21.1.2 Preparation

subgrade

€ subgrade levels and falls: see drawings

concrete sub-base for rigid paving

€ thickness, reinforcement: see Section 2

weed killer

€ treat area to be paved with *suitable* weed killer: required / not required

levels, falls, pattern

€ levels and falls: see drawings

€ pattern: see drawings / herringbone / basket weave / stretcher / waving

10.1.3 Laying

See SANS 784 for guidance on tactile indicators for access and mobility.

€ type of paving: see drawings / flexible block/brick / flexible slab / rigid block/brick / in situ concrete

flexible block/brick paving

Flexible paving is paving laid on sand, with joints filled with sand. The surfaces of flexible paving usually bed down ±5 mm after trafficking.

Consider mixing filling sand with 10 – 15% cement depending on traffic, type of paver, and control of weed growth. Spray paving thus filled with a fine spray of water immediately after filling to clean off all cement.

€ concrete anchor beams across road on grades exceeding 8%: …

Horizontal forces of motor traffic increase considerably on grades exceeding 8%, causing creep. This is avoided by casting concrete anchor beams across the road. On steeper grades the paving should preferably be rigid. See CMA technical note 6.2 1994.

flexible slab

€ joints: filled with mortar / to be left open

Concrete retaining blocks are an economical, versatile and environmentally compatible method of retaining earth and be used for planting, steps, seats, pavilions, and for erosion and scour control.

Rigid paving is paving units bedded in mortar on a concrete base. External paving is exposed to wide temperature and moisture fluctuation which can only be provided for by movement joints.

rigid block/brick paving

Accuracy depends on experience of contractor and/or labourers, and importance of the contract.

accuracy

culvert / kerb / channel

21.2 Concrete culverts, kerbs, channels

Class depends on foundation conditions and fill.

€ dimensions (internal) : see drawings

span: 450 / 600 / 750, 90 / 120 / 150 / 180 / 240 / 3 000 mm; height: 300 / 450 / 600 / 900 / 1 200 / 1 500 / 1 800 / 2 400 / 3 000 mm

€ type: see drawings

rectangular / half-battered / battered / mountable

rectangular / half-round

rectangular / tapered.

21.2.1 Materials

€ precast concrete culvert class: 75S / 100S / 125S / 150S / 175S / 200S

€ kerb type: see drawings

€ edging type: see drawings

€ channel type: see drawings

21.2.2 Laying

€ movement joints: leave open / fill with polysulphide.

21.3 Concrete retaining blocks

blocks

€ shape, size and colour: …

preparation

€ depth, level and type of foundation: see drawings

Foundations: also on sloping or gravel foundation. *Drawings* should show this. Compacted earth foundation is usually sufficient for structures not higher than 1,2m. Higher walls should be thicker, inclined towards the retained earth, anchored with a geogrid mesh, or by modifying the properties of the backfill. Consult the supplier of the blocks and/or Competent Person. Ensure building regulations are complied with.

€ width of foundation: see drawings

Show width of foundation if of concrete.

€ drain pipes, aggregate drain, geofabric drain behind retaining wall: required / not required

placing

€ stacking pattern: see drawings

€ geofabric reinforcement: required / not required.

SANS 207 gives recommendations for the application of reinforcement techniques to soils and other fills.

21.4 Gabions

materials

€ cage dimension: 4 x 1 x 1 / 6 x 2 x 0,5 m

€ mesh wire to be PVC-coated: required / not required.

PART C4: SITE INFORMATION

C4: SITE INFORMATION
PG-03.2 (EC)

PG-03.2 (EC) SITE INFORMATION – JBCC 2000 PRINCIPAL BUILDING AGREEMENT (EDITION 6.2 OF MAY 2018)

Project title:	**DEPARTMENT OF EMPLOYMENT AND LABOUR: MDANTSANE LABOUR CENTRE: SUPPLY AND INSTALLATION OF SIX CARPORTS AT EXISTING PARKING AREA**				
Tender no:	***GQEQ-2025-03***	**WCS no:**	*057001*	**Reference no:**	*14/1/3/1/1/6464/5050*

C4 Site Information

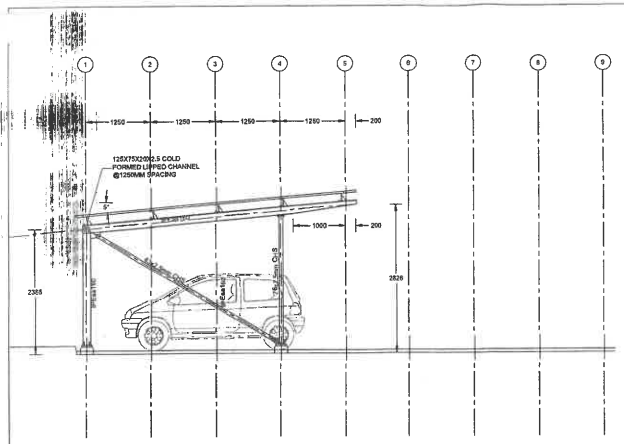
The site is located in Mdantsane Unit 1, and is approximately 18 km from East London. The position for the parking bays is at different levels as the site is built on different level platforms. There is an existing concrete platform where the parking bays will be positioned. The site is connected to municipal services i.e. water, sewer and electricity.

Figure 1: Site Plan

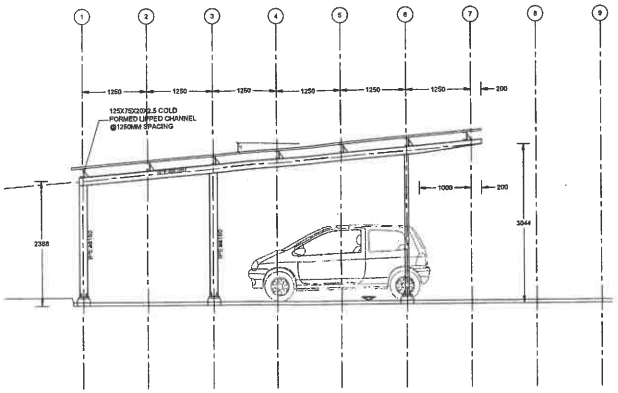
C5: DRAWINGS

C5.1: ARCHITECTURAL DRAWINGS

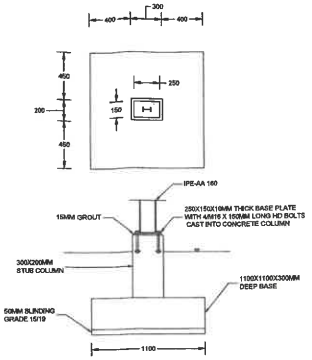
C5.2: STRUCTURAL ENGINEERING DRAWINGS



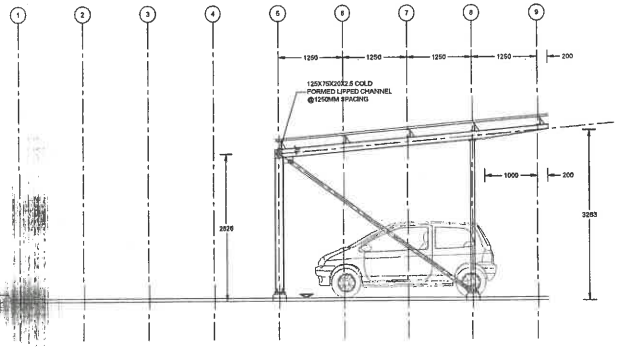
D/2 ELEVATION ALONG GL D
1:50



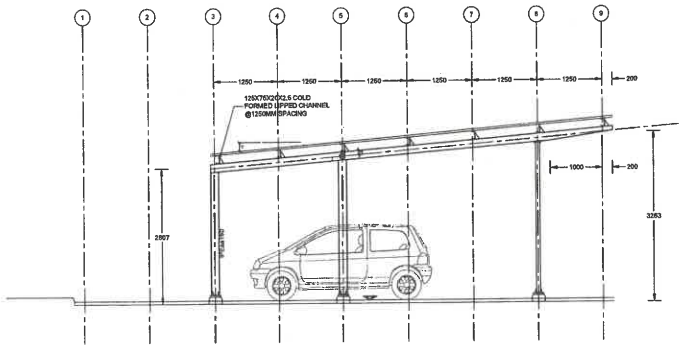
C/2 ELEVATION ALONG GL C
1:50



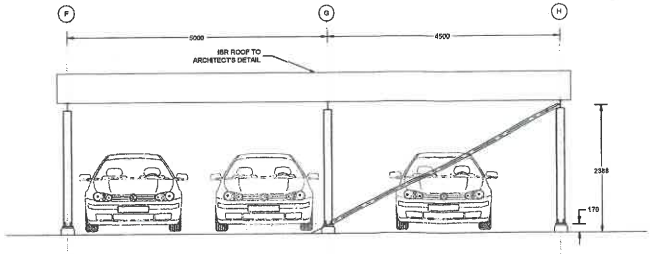
E/2 FOUNDATION DETAILS
1:25



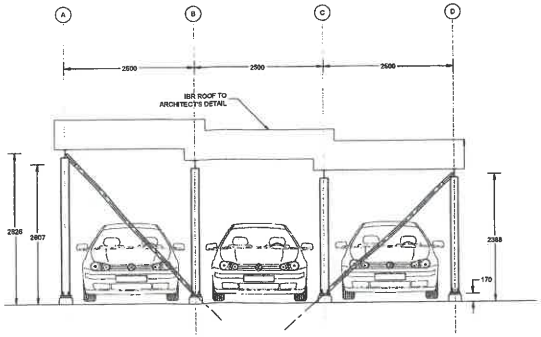
A/2 ELEVATION ALONG GL A
1:50



B/2 ELEVATION ALONG GL B
1:50



F/2 FRONT ELEVATION BAYS 01,02, 03
1:50



G/2 FRONT ELEVATION BAYS 04, 05, 06
1:50

NOTES
1. THIS DRAWING MUST BE READ ALONG WITH THE PROJECT SPECIFICATIONS, OTHER ASSOCIATED DRAWINGS, MANUFACTURER'S INSTRUCTIONS AND APPLICABLE LEGISLATION.
2. ALL DIMENSIONS ARE IN MILLIMETERS UNLESS OTHERWISE NOTED
3. THE CONTRACTOR IS REQUIRED TO SUBMIT SHOP DRAWINGS FOR APPROVAL TWO WEEKS PRIOR TO MANUFACTURE.
4. NO WORK MUST BE COVERED WITHOUT THE ENGINEER'S APPROVAL.

REV	DATE	REVISION DETAILS	REV BY
A	01-12-2024	ISSUED FOR INFORMATION	DS

REV	DATE	REVISION DETAILS	REV BY

name :

date :

professional registration no. :

CAD FILE NAME

DRAWING SIZE
A1

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

public works & infrastructure
Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

CONSULTANT
IN-HOUSE

DISCIPLINE
STRUCTURAL ENGINEERING

SERVICE
CARPORTS FOR THE DEPARTMENT OF EMPLOYMENT AND LABOUR IN MDANTSANE

employment & labour
Department:
Employment and Labour
REPUBLIC OF SOUTH AFRICA

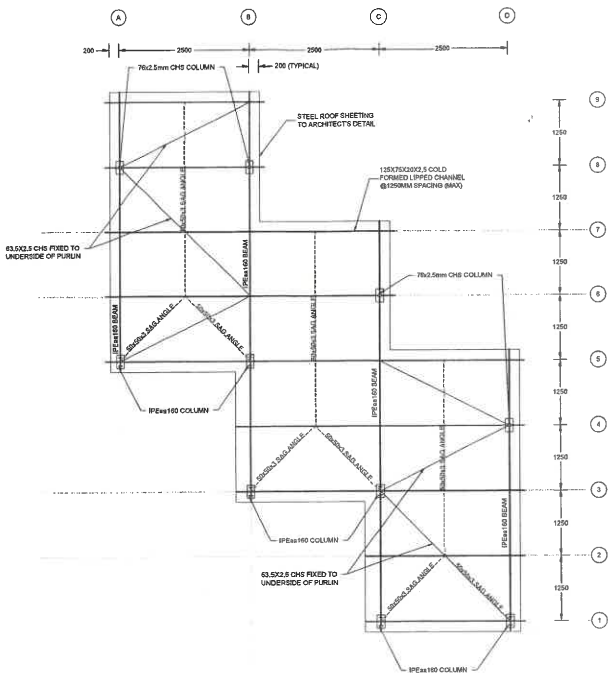
WCS NUMBER
WCS057001

DRAWING TITLE
ELEVATIONS AND DETAILS

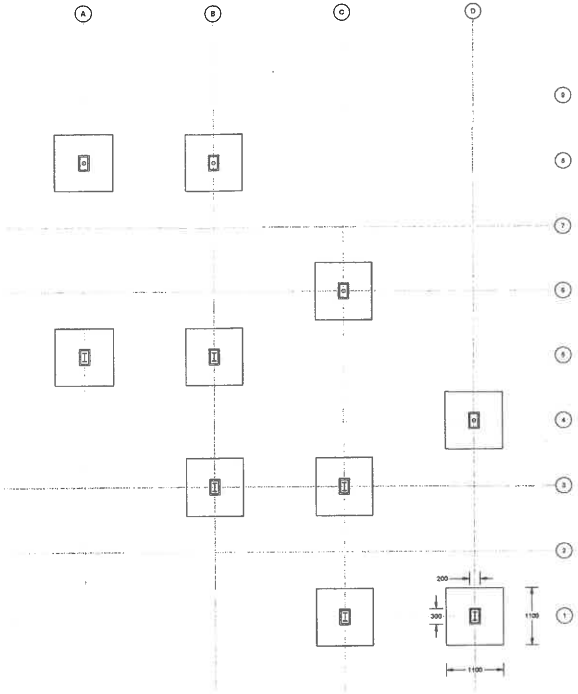
REF. NO.	DESIGNED BY
	DS
SCALE	DRAWN BY
AS SHOWN	DS
DATE CREATED	CHECKED BY
01-12-2024	

DEPARTMENT DRAWING NUMBER
S202414-2

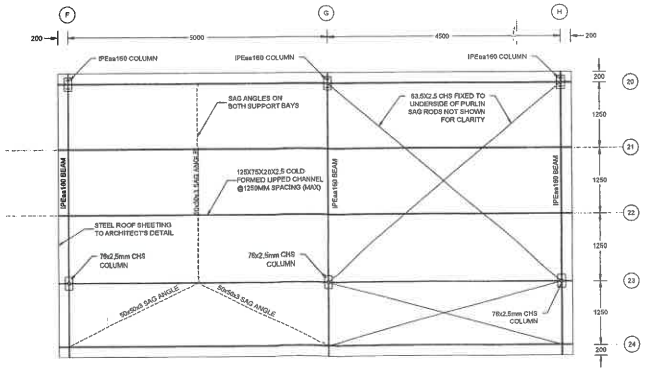
REVISION
A



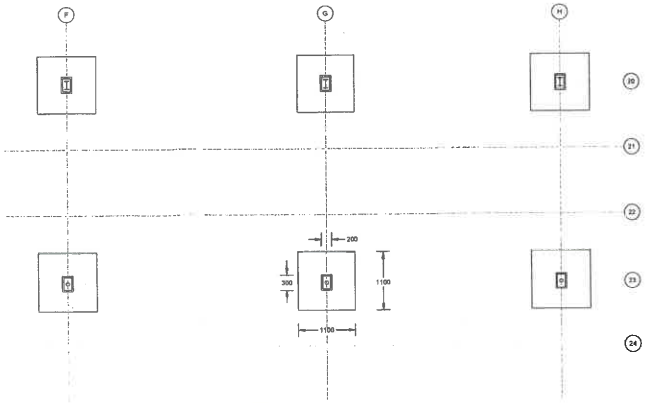
A 1 LAYOUT PLAN BAYS 04,05, 06
1:50



B 1 FOUNDATION LAYOUT BAYS 04,05, 06
1:50



C 1 LAYOUT PLAN BAYS 01,02, 03
1:50



D 1 FOUNDATION LAYOUT BAYS 01,02, 03
1:50

NOTES
1. THIS DRAWING MUST BE READ ALONG WITH THE PROJECT SPECIFICATIONS, OTHER ASSOCIATED DRAWINGS, MANUFACTURER'S INSTRUCTIONS AND APPLICABLE LEGISLATION.
2. ALL DIMENSIONS ARE IN MILLIMETERS UNLESS OTHERWISE NOTED
3. THE CONTRACTOR IS REQUIRED TO SUBMIT SHOP DRAWINGS FOR APPROVAL TWO WEEKS PRIOR TO MANUFACTURE.
4. NO WORK MUST BE COVERED WITHOUT THE ENGINEER'S APPROVAL.

REV	DATE	REVISION DETAILS	REV BY
A	01-12-2024	ISSUED FOR INFORMATION	DS

REV	DATE	REVISION DETAILS	REV BY

name :
date :
professional registration no. :

CAD FILE NAME
DRAWING SIZE A1

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE
public works & infrastructure
Department: Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

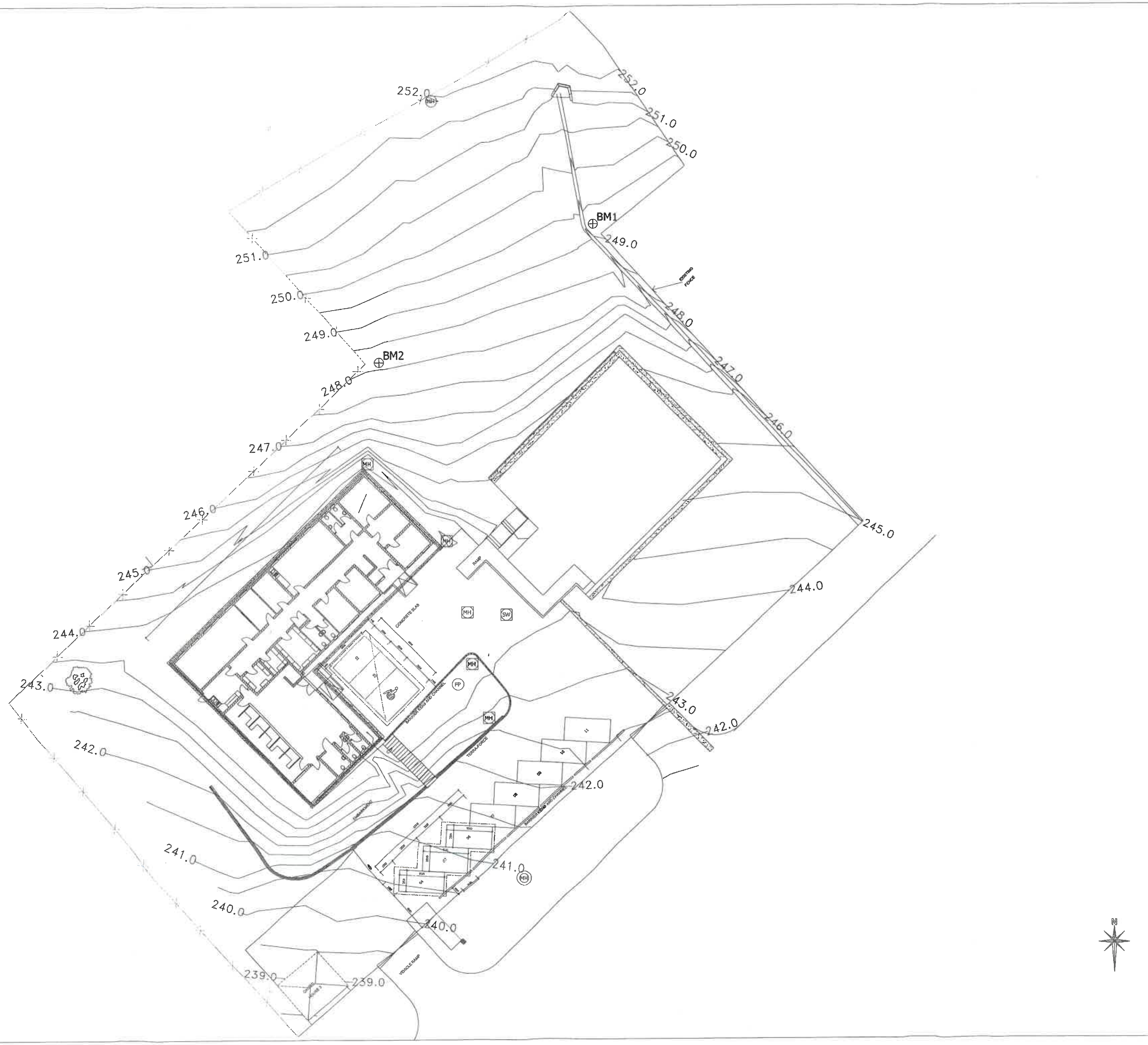
CONSULTANT
IN-HOUSE

DISCIPLINE
STRUCTURAL ENGINEERING
SERVICE
CARPORTS FOR THE DEPARTMENT OF EMPLOYMENT AND LABOUR IN MDANTSANE

employment & labour
Department: Employment and Labour
REPUBLIC OF SOUTH AFRICA

WCS NUMBER
WCS057001
DRAWING TITLE
LAYOUT PLANS

REF. NO.
DESIGNED BY DS
SCALE AS SHOWN
DRAWN BY DS
DATE CREATED 01-12-2024
CHECKED BY
WDPW DRAWING NUMBER S202414-2
REVISION A



GENERAL NOTES

All dimensions are given in millimetres, unless otherwise specified.

Do not scale drawings.

All dimensions to be checked on site before construction commences.

Contractors to adhere to all local authority's regulations and requirements.

All work to be done in accordance with the National Building Regulations and Building Act, Act SABS 400-1990.

CONSTRUCTION NOTES

All trade names quoted may be substituted by similar, subject to architect's approval.

All materials to be installed in strict accordance with manufacturer's specifications.

All conduits to be SABS approved quality PVC and to be cast, chased or built into brickwork.

All light fitting is to be fitted to comply with the relevant code of practice as specified in SABS 0114: Part I.

All new work to be made good with existing.

CONSTRUCTION LEGEND

Demolition

Steel

brickwork with 12mm plaster

No.	DATE	AMENDMENT	D.P.W.

cad file name

public works
Department: Public Works
REPUBLIC OF SOUTH AFRICA

DIRECTOR-GENERAL
MR. SIVIWE DONGWANA

discipline ARCHITECTURAL

service

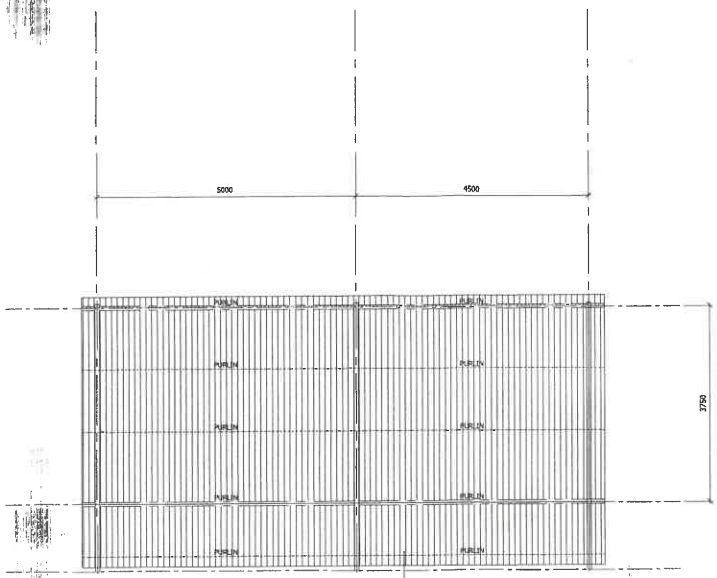
MDANTSANE LABOUR CENTER: CONSTRUCTION OF 6 CARPORTS

WCS number

drawing title SITE PLAN

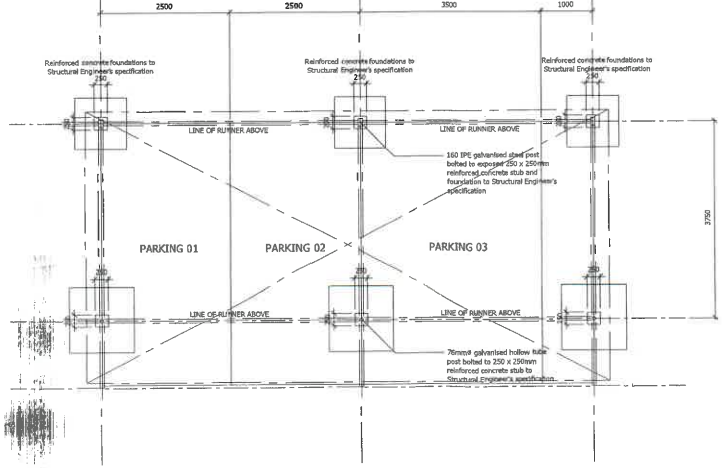
ref.no.		designed	
scale	As indicated @ A1	drawn	DBM
date	2024.11.01	checked	BK
DPW drawing number	00	Revision number	01

SITE PLAN
SCALE

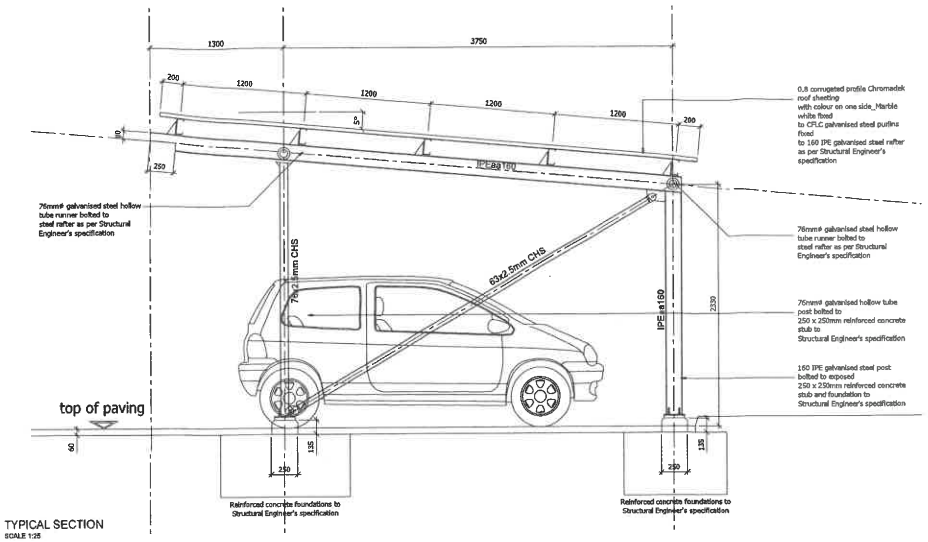


ROOF PLAN: HIGHER PARKING
SCALE 1:50

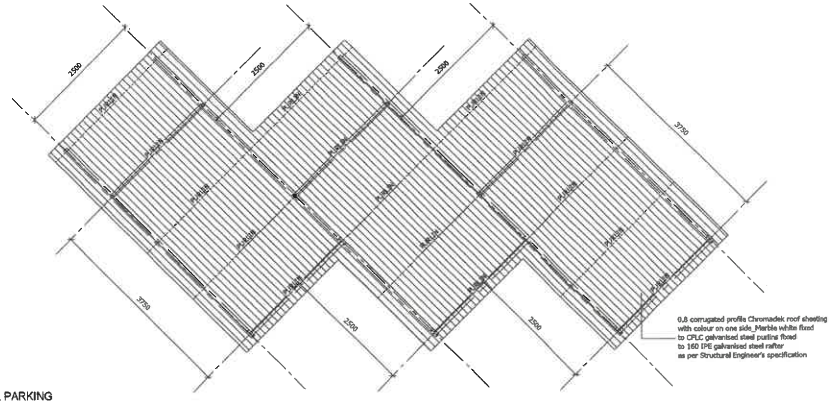
0,8 corrugated profile Chromadek roof sheeting with colour on one side_Marble white fixed to CPLC galvanised steel purlins fixed to 160 IPE galvanised steel rafter as per Structural Engineer's specification



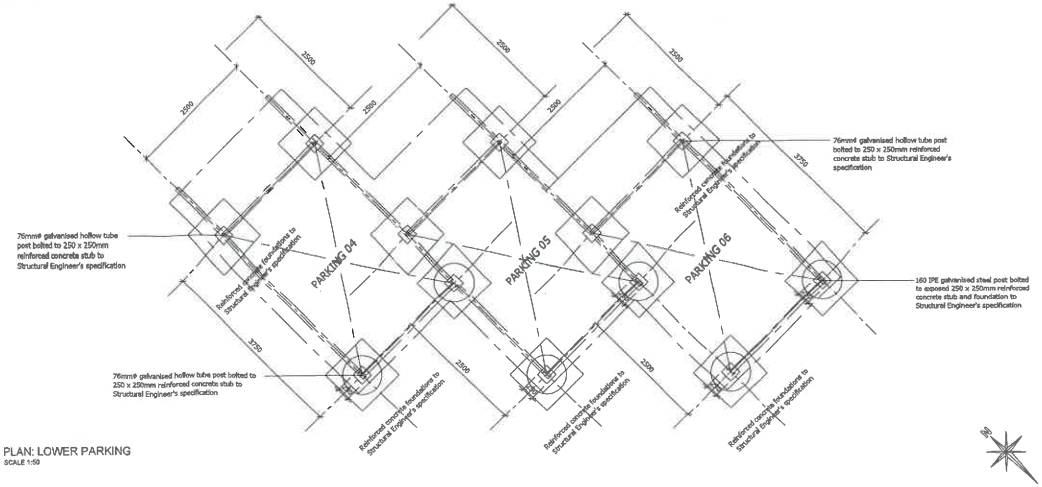
PLAN: HIGHER PARKING
SCALE 1:50



TYPICAL SECTION
SCALE 1:25



ROOF PLAN: LOWER PARKING
SCALE 1:50



PLAN: LOWER PARKING
SCALE 1:50

GENERAL NOTES

All dimensions are given in millimetres, unless otherwise specified.

Do not scale drawings.

All dimensions to be checked on site before construction commences.

Contractors to adhere to all local authority's regulations and requirements.

All work to be done in accordance with the National Building Regulations and Building Act, Act SABS 400-1990.

CONSTRUCTION NOTES

All trade names quoted may be substituted by similar, subject to architect's approval.

All materials to be installed in strict accordance with manufacturer's specifications.

All conduits to be SABS approved quality PVC and to be cast, chased or built into brickwork.

All light fitting is to be fitted to comply with the relevant code of practice as specified in SABS 0114: Part1.

All new work to be made good with existing.

CONSTRUCTION LEGEND

Demolition

Steel

brickwork with 12mm plaster

No.	DATE	AMENDMENT	D.P.W.

cad file name

public works
Department:
Public Works
REPUBLIC OF SOUTH AFRICA

DIRECTOR-GENERAL
MR. BHIYANE DONGWANA

discipline ARCHITECTURAL

service

MDANTSANE LABOUR CENTER: CONSTRUCTION OF 6 CARPORTS

WCB number

drawing title

PLANS & SECTIONS

ref.no.	designed
scale As Indicated @ A1	drawn DBM
date 2024.11.01	checked BK
DPW drawing number	Revision number
01	01