

Annexure A

AMENDED CONSTRUCTION HEALTH AND SAFETY BASELINE SPECIFICATION

COVID-19



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1. INTRODUCTION

Empowered by section 27(2) of the Disaster Management Act 57 of 2002, (DMA), President Ramaphosa declared a national state of disaster. The declaration of a national disaster meant that the government determined the medical emergency (international pandemic) posed by the COVID-19 virus, precipitated special circumstances beyond what is provided for in existing legislation in order to prevent the threat of the virus to the healthcare system, the economy and the people of South Africa.

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. To reduce the impact of COVID-19 outbreak conditions on businesses, workers, customers, and the public, it is important for all employers to plan and ensure preparedness for COVID-19.

The Development Bank of Southern Africa, (DBSA) needs to ensure that everything reasonable practicable is being done at all construction projects to protect the employees, stakeholders, service providers, contractors and the community which could be negatively impacted by the Construction activities so as to minimise the spread of any infectious disease such as the Coronavirus COVID-19.

The Professional Service providers, Principal Contractor and contractors shall be responsible for the Health & Safety on all construction/maintenance and health and safety requirements of any activities may not be compromised during this time. If any activity cannot be undertaken in a health and safety manner due to lack of suitable qualified personnel being available or social distancing being implemented, the activity should not commence.

2. REFERENCES

The Department of Employment and Labour has appealed to employers to use the prescriptions of the Occupational Health and Safety Act, Act 85 of 1993 in particular the Hazardous Biological Agents Regulations and COVID-19 Consolidated Directions on Occupational Health and Safety in Certain workplaces governing workplaces in relation to Coronavirus Disease 2019 cause by the SARS-CoV-2.

The OHS Act read with the Hazardous Biological Agents Regulations requires the employer to provide and maintain as far as is reasonably practicable a working environment that is safe and without risks to the health of employees.

Section 8(2)(b) requires steps such as may be reasonably practicable to eliminate or mitigate any hazard or potential hazard before resorting to personal protective equipment (PPE). However, in the case of COVID19, a combination of controls is required, although the main principle is to follow the hierarchy of controls.

Section 14 of the Occupational Health and Safety, (OHS) Act obliges employees to take reasonable care for health and safety of him- or herself and others who may be affected by their acts or omissions. This obliges employees to comply with any duty or requirement imposed by the employer or any other person by OHS Act to co-operate with the employer or person to enable that duty or requirement to be performed or complied with. Employees are also required by OHS Act to carry out lawful orders and obey the health and safety rules and procedures laid down by is employer or by anyone authorized by his employer in the interest of health and safety.

3. AMENDED CONSTRUCTION HEALTH AND SAFETY BASELINE SPECIFICATION

The Amended Health and Safety Baseline specification document provides Professional service providers, stakeholders, Principal Contractors and Sub-Contractor with guidelines to respond safety, effectively, and efficiently to the COVID-19 outbreak aligned to Government and other leading local authorities until Regulations are implemented.

4. RISK ASSESSMENT

The Professional Service Provider/Principal Contractor and Sub-Contractors significant health and safety requirements and aspects of the construction project must focus on the following:

4.1 HIRA Methodology

The HIRA methodology is to provide specific focus on COVID-19 and adapt the measures required and considering the specific circumstances of the workplace.

The Professional Service Providers/Principal Contractors or Sub-Contractors must focus on the identification of different exposure level, high contact activities and identification of vulnerable workers e.g. immunocompromised employees and employees 60 years and

above and special measures for their protection, including protection against unfair discrimination or victimization.

5. ENGINEERING CONTROLS

5.1. Adaption of workstations to increase social distancing

The Professional Service Providers/Principal Contractors and Sub-Contractor must as far as practicable, minimize the number of workers on at the workplace at any given time through rotation, staggered working hours, shift systems or similar measures in order to achieve social distancing practice of work stations spaced at least 1.5 metres apart.

5.2. Ventilation

Workplaces must be well ventilated by natural or mechanical means to reduce the SARS-CoV-2 viral load.

6. ADMINISTRATIVE CONTROLS

If the Professional Service Provider/Principal Contractor or Sub-Contractor employs more than 50 employees, that employer must submit a record of its risk assessment, together with a Health and Safety Policy concerning the protection of the health and safety of its employees from COVID-19 to the Department of Employment and Labour.

6.1. Symptom Screening

Screening of all employees or visitors entering the Construction site is vital in ensuring that all the DBSA Construction site remains COVID-19 free. The preventative control measures must include:

- Travel/health declaration questionnaire must be completed by all entering the site to ascertain whether they have any symptoms associated with COVID-19, namely cough, sore throat, shortness of breath, or loss of smell or taste.
- Provide compulsory medical screening equipment example: No-contact Thermometers.
- Provide prescribed personal protective equipment (PPE) to those assigned to perform the screening. Masks will be made available to screening personnel.

- All required items to operate safely must be available at the screening desk, these includes, hand sanitizers, pens and registers.
- Any employee/visitor with a temperature of 38°C or above will be denied access and will be required to leave immediately and be advised to visit a Doctor;
- Service Provider should keep record of all such screening, and should an employee show any positive symptoms related to COVID-19, then such an employee must be isolated from other employees, provided with gloves and mask, and the **Department of Health Hotline 0800 029 999** immediately contacted.

6.2. Communication and information Strategies

The Professional Service Provider/Principal Contractors and Sub-Contractors must provide workers with information that raises awareness in any form or manner, informing workers of the:

- manner of its transmission
- the measures to prevent transmission such as personal hygiene
- social distancing
- use of masks
- cough etiquette
- where to go for screening or testing if presenting with the symptoms

6.3. Health and Safety Committees

The requirements and the role of the health and safety committee should not deviate from the requirements and functions set in Section 19 and 20 of the OHS Act. Above and beyond what is described as the functions of the health and Committee in Section 20 of the OHS Act the health and safety committee must assist with recommendations and guidance on handling the impact of COVID-19 on the specific project.

6.4. Security & Access Controls

Public access to any construction site is to be limited at all times. Professional Service Provider/Principal Contractors must ensure access to site are managed at all times. The following aspects must be included in the Health and Safety plan:

- Introduce staggered start and finish times to reduce congestion.
- Monitor site access points to enable social distancing.

- Require all workers to wash and clean their hands before arriving at security control to sign in the register.

6.5. Induction

The Professional Service Provider/Principal Contractor and Sub-Contractors must ensure induction to all employees and visitors are done educating all on COVID-19 signs, symptoms, processes on site, social distancing before entering the site gate and a register must be provided to sign.

6.6. Employee Medicals

Professional Service Provider/Principal Contractor and Sub-Contractors must ensure that all employees medical certificates of fitness are still valid. In a case where medicals expired, the Service Provider must provide a list of which employees, occupation and when they will be scheduled for medicals.

Copies of valid medical certificates of fitness to be available in the occupational health and safety file.

6.7. Facilities

Sanitizers must be one that has at least 70% alcohol content and is in accordance with the recommendations of the Department of Health.

Sufficient quantities of hand sanitizer or hand wash stations based on the number of workers or other persons who access the workplace at the entrance of, and in, the workplace which the employees and other persons must be available.

The Professional Service Provider/Principal Contractor or Sub-Contractor must ensure that there are:

- clean water available on site
- only paper towels are provided to dry hands after washing
- surfaces that employees and teams come into contact with are routinely cleaned and disinfected.

Provision of such facilities for safekeeping to be accompanied with a procedure which includes:

- Employees should avoid bringing personal items to site.
- Food bought from home must be placed in an enclosed container, packet, and returned home for cleaning.
- Do not share any food or water.
- Training and awareness to address the importance of good hygiene practice.
- Employees should also be required to stay on site once they have entered it and avoid using local shops.
- Consider increasing the number or size of facilities available on site if possible, especially depending on the number of employees currently and taking into account the social distancing requirements of 1.5m
- The capacity of each rest area should be clearly identified at the entry to each facility, and where necessary attendants provided to supervise compliance with social distancing measures.
- Break times should be staggered to reduce congestion and contact at all times.
- Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced.
- All rubbish should be put straight in the bin and not left for someone else to clear up.
- Tables should be cleaned between each use.
- Crockery, eating utensils, cups etc. should not be used unless they are disposable or are washed and dried between use.

6.8. Reporting of incidents for regulatory purposes

If a worker has been diagnosed with COVID-19, the Professional Service Provider/Principal Contractor/Sub-Contractor must-

- Report it to the Department of Health, the Department of Employment and Labour and DBSA
- Investigate the cause including any control failure and review its risk assessment to ensure that the necessary controls and PPE requirements are in place; and

7. HEALTH AND SAFE WORK PRACTICES

7.1. Cleaning/Disinfecting at Construction Sites

The Professional Service Provider/Principal Contractor/Sub-Contractor must ensure that the construction site, particularly in communal areas such as security access area, working areas, ablution facilities, welfare facilities, eating facilities, hand washing facilities, offices and Construction vehicles or mobile plant are disinfected and cleaned, regularly.

Employees that are appointed to conduct deep cleaning must know and understand the Health and Safety protocols, including the Handling of Hazardous Chemical Substances, the Material Safety Data sheet and must be provided with the correct PPE and supervision in accordance with Regulations for Hazardous Biological Agents 4 Information and Training.

7.2. Waste Disposal

Professional Service Provider/Principal Contractor and Sub-Contractors must ensure that all waste is disposed in the correct and required manner. Separate waste bins (must be labeled) for used PPE (gloves, masks) must be supplied by the Professional Service Provider/Principal Contractor or Sub-Contractor.

8. PPE

Professional Service Provider/Principal Contractor and Sub-Contractors must ensure that all accessing the Construction site will be required to sanitize or wash hands at the entry and exit point of the site. PPE must be issued as per the job description and according to HIRA critical task activities, with a minimum of two cloth masks which complies with the requirements set out in the Guidelines issued by the Department of Trade, Industry and Competition. Before construction, the Professional Service Provider/Principal Contractor and Sub-Contractor must ensure that he has made arrangements for PPE to be available at site the following must be enforced:

- No employees/visitors are allowed to share any of their PPE.
- PPE must be worn at all times on site.
- PPE such as face masks is required for all employees or member entering the site, the said masks are to be worn on site.
- Masks should fit properly, completely covering the face from bridge of nose to chin.

- Only touch the cord or elastic at the back when removing the masks.
- PPE usage/issue procedures are implemented for the usage and the disposing (if applicable) of PPE.
- All employees must be informed, instructed, trained how to use the mask correctly.

9. PROVISION OF SAFE TRANSPORT FOR EMPLOYEES

9.1 Transportation of Employees

Wherever possible Service Provider employees must travel to site alone making use of their own transport. If Service Provider employees have no option but to share transport the following must be adhered to:

- Good ventilation (i.e. keeping the windows open)
- The vehicle should be cleaned regularly, using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces.
- Hand cleaning facilities must be provided at entrances and exits.

9.2 Travelling to and from Construction site

Professional Service Provider teams, Client teams or DBSA project team to minimize travelling to site. Work from home should be priority as far as reasonably practicable especially for office staff. Progress and Technical meetings must be scheduled through available technology platforms such as Microsoft teams, Zoom or Skype.

All Vehicles/public transport must be disinfected. Before entering public transport ensure to sanitize or wash your hands with soap, as soon as arrival on site ensure to wash your hands with soap or sanitize before entering the construction area.

10. GENERAL

Compliance to the OHS Act 85 of 1993 and its regulations should not be limited to this amendment made to the Health and Safety Baseline Specifications. The amendment must be read in concurrence with the existing Baseline Health and Safety Baseline Specifications,

COVID-19 Consolidated Directions on Occupational Health and Safety in Certain workplaces and Section 27 (2) of the Disaster Management ACT, 2002 (ACT NO. 57 OF 2002).

In terms of the Government Notice, No R. 480 of 29 April 2020, the COVID-19 Ready Workplace Plan must be in place before the reopening of any project, it should also include the following information that must be submitted to the appointed Construction Health and Safety Agent, Health and Safety Consultants or the appointed DBSA SHEQ Specialist:

1. The planned date the construction site will open;
2. The hours it will be open
3. A timetable setting out the phased return of employees to enable appropriate measures to be taken to avoid and reduce the spread of the virus;
4. List of employees who can work from home, employees who are 60 years or older and those with comorbidities.
5. Proof of Appointment of a COVID-19 compliance officer responsible for the duties as outlined in regulation 16(6) of the said Notice.

Once construction has commenced the appointed Construction Health and Safety Agent, Health and Safety Consultant or the DBSA SHEQ Specialist will conduct a compliance audit to ensure compliance. Due to the Risk level of COVID-19 spreading in the communities, all non-compliant site will be stopped with immediate effect.

11. ACCEPTANCE

Hereby I confirm that I have read and understood and confirm my intention to comply with all the legal requirements set out under the OHS Act 85 of 1993 and its regulations, COVID-19 Consolidated Directions on Occupational Health and Safety in Certain workplaces, Section 27 (2) of the Disaster Management ACT, 2002 (ACT NO. 57 OF 2002) and this amendment to the Baseline Health and Safety Specification:

Thus agreed to and signed at _____ on this the _____ day

of _____ 2021, in the presence of the undersigned witness:

Signature _____

Date _____

Witness Name _____

Signature _____

Signed on behalf of (TBC) (*Professional Service Provider*)