

Document No	S-BRA-001-00	HEALTH, SAFETY, ENVIRONMENTAL & QUALITY MANAGEMENT	
Revision	01		
Appointment date	29-Jul-26		
Baseline Risk Assessment AS PER CONSTRUCTION REGULATION 5(1)(a), 2014 OCCUPATIONAL HEALTH AND SAFETY ACT, NO. 85 OF 1993 (Latest Edition)			

ANNEXURE B

APPOINTMENT OF A PRINCIPAL CONTRACTOR FOR THE INSTALLATION OF AN ELECTRONIC KEY MANAGEMENT SYSTEM & FIREARM MANAGEMENT SYSTEM

(DETAILS)

This document is prepared in terms of
Construction Regulation 5(1)(a). The Baseline Risk Assessment is conducted to obtain a
benchmark of type and size of potential hazards pertaining to the project.
The aim is to identify all major and significant risks.

SUPERVISION BY THE CLIENT
DBSA – DEVELOPMENT BANK OF SOUTHERN AFRICA

SUPERVISION BY THE PRINCIPAL CONTRACTOR
(TBA)

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1. OBJECTIVE

The objective of this baseline risk assessment is to identify and categorize the significant health, safety, environmental and quality hazards and risks associated with the planning, procurement and construction activities of the project.

This Baseline Risk Assessment is developed in accordance with the requirements of Construction Regulation 5(1)(a) of the Construction Regulations, 2014 issued under the Occupational Health and Safety Act 85 of 1993.

The evaluation of results will assist management to eliminate, minimize or control risks to workers associated with the tasks performed or exposure to the working environment.

The assessment further aims to identify hazards that may arise throughout the lifecycle of the project, including the design, construction, operation, maintenance and decommissioning phases of the infrastructure.

This risk assessment was also conducted to assist management in identifying training needs in order to concentrate efforts where they are mostly needed.

The Baseline Risk Assessment will provide input into the preparation of the project Health and Safety Specification and will inform designers, Professional Service Providers, and the Principal Contractor of the significant risks associated with the project.

The assessment also supports the implementation of the “Safety in Design” principles as required in terms of Construction Regulation 6 to ensure that hazards are eliminated or reduced during the design stage as far as reasonably practicable.

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2. SCOPE

This Baseline Risk Assessment considers the full project lifecycle including project initiation, concept and feasibility, design development, procurement, construction, commissioning and project close-out phases.

The purpose of this assessment is to identify and evaluate potential health, safety, environmental and operational risks that may arise during the planning, design and construction of the infrastructure project.

The Baseline Risk Assessment is prepared in accordance with the requirements of Construction Regulation 5(1)(a) of the Construction Regulations, 2014 promulgated under the Occupational Health and Safety Act 85 of 1993.

The Baseline Risk Assessment shall assist in:

- Identifying hazards associated with the project.
- Evaluating the potential risks to workers, the public, property and the environment.
- Determining appropriate control measures to eliminate or reduce risks to an acceptable level.

The findings of this Baseline Risk Assessment will inform the preparation of the project Health and Safety Specification and must be communicated to designers, Professional Service Providers and the Principal Contractor to ensure that the identified risks are addressed throughout the project lifecycle.

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2.1. PROJECT SPECIFIC SCOPE OF WORKS

This Baseline Risk Assessment is pertaining to the **Appointment of a Principal Contractor for the Installation of an Electronic Key Management System & Firearm Management System**

The Scope of works will include the following:

Electronic key Management System

- i. Key management software licenses
- ii. Cabinet controller and embedded electronics
- iii. Power supplies and backup battery systems
- iv. Network connectivity components
- v. System documentation and operating manuals
- vi. Functional Requirements
- vii. Testing and Commissioning
- viii. Training of System administrators
- ix. Documentation
- x. Warranty and Support

Firearm Management System

- i. Electronic firearm storage cabinets, lockers, or armoury management units.
- ii. Firearm retention mechanisms and electronic locking devices.
- iii. User authentication equipment
- iv. Management software and licenses.
- v. Central management server or cloud-based platform.
- vi. Network communication equipment.
- vii. Power supplies and battery backup systems.
- viii. Testing and Commissioning

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- ix. Training for Armoury administrators.
- x. Warranty and Maintenance

The Baseline Risk Assessment will be reviewed and updated should significant changes occur in the project scope, design or construction methodology

3. ABBREVIATIONS & DEFINITIONS

DEFINITIONS	
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
the Act	- means the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993)
Agent	- means a competent person who acts as a representative for a client
AIA	- means an Inspection Authority approved by the chief inspector: Provided that an inspection authority approved by the chief inspector with respect to any particular service shall be an Approved Inspection Authority with respect to that service only
Asbestos	- means the following fibrous silicates: ➤ Asbestos actinolite ➤ Asbestos grunerite (amosite) ➤ Asbestos anthophyllite ➤ Chrysotile ➤ Crocidolite ➤ Asbestos tremolite ➤ Any mixture containing these fibrous silicates
Asbestos-containing material	- means asbestos as well as any material that contains asbestos and includes asbestos cement products, asbestos coating, asbestos insulation board, asbestos insulation, asbestos textured decorative coatings, asbestos contaminated soil and other asbestos-containing material
Asbestos Demolition Work	- means demolition, alteration, stripping, removing, repair, gleaning of any spilt asbestos, or high-pressure water jetting of any structure containing asbestos lagging or insulation, but does not include work performed on asbestos cement sheeting and related products and asbestos cement products that form part of the structure of a workplace, building, plant or premises.

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Asbestos dust	- means airborne or settled dust, which contains or is likely to contain regulated asbestos fibers
Asbestos Waste	- means an undesirable or superfluous asbestos-containing by-product, emission or residue of any process or activity that has been – ➤ discarded by any person ➤ accumulated and stored by any person with the purpose of eventually discarding it with or without prior treatment connected with the discarding thereof; or ➤ stored by any person with the purpose of recycling, re-using or extracting a usable product from such matter
Asbestos Work	- means work that exposes or is likely to expose any person to asbestos dust.
Client	- means any person for whom construction work is performed
Competent Person	- means any person having the knowledge, training, experience and qualifications specific to the work or task being performed.
Construction manager	- means a competent person responsible for the management of the physical construction processes and the coordination, administration and management of resources on a construction site
Construction site	- means a workplace where construction work is being performed
Construction supervisor	- means a competent person responsible for supervising construction activities on a construction site
Construction work	- means any work in connection with - ➤ the construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or ➤ the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system; or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work.
Contractor	- means an employer who performs construction work
Designer	- means ➤ a competent person who- ○ prepares a design. ○ checks and approves a design. ○ arranges for a person at work under his or her control to prepare a design, including an employee of that person where he or she is the employer; or

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	○ designs temporary work, including its components. ➤ an architect or engineer contributing to, or having overall responsibility for a design ➤ a building services engineer designing details for fixed plant ➤ a surveyor specifying articles or drawing up specifications ➤ a contractor carrying out design work as part of a design and building project; or an interior designer, shopfitter or landscape architect.
DBSA	- Development Bank of Southern Africa
DSTI	- Daily Safety Task Instruction
Excavation work	- means the making of any man-made cavity, trench, pit or depression formed by cutting, digging or scooping
Fall protection plan	- means a documented plan, which includes and provides for ➤ all risks relating to working from a fall risk position, considering the nature of work undertaken ➤ the procedures and methods to be applied in order to eliminate the risk of falling; and ➤ a rescue plan and procedures.
Fall arrest equipment	- means equipment used to arrest a person in a fall, including personal equipment, a body harness, lanyards, deceleration device, lifelines or similar equipment
Fall prevention equipment	- means equipment used to prevent persons from falling from a fall risk position, including personal equipment, a body harness, lanyards, lifelines, or physical equipment such as guardrails, screens, barricades, anchorages or similar equipment
Fall risk	- means any potential exposure to falling either from, off or into
Health and Safety File	- means a file, or other record containing the information in writing required by the Construction Regulations 2014
Health and Safety Plan	- means a site, activity or project specific documented plan in accordance with the client's health and safety specification
Health and Safety Specification	- means a site, activity or project specific document prepared by the client pertaining to all health and safety requirements related to construction work
HCS	- Hazardous Chemical Substances
HBA	- Hazardous Biological Agents

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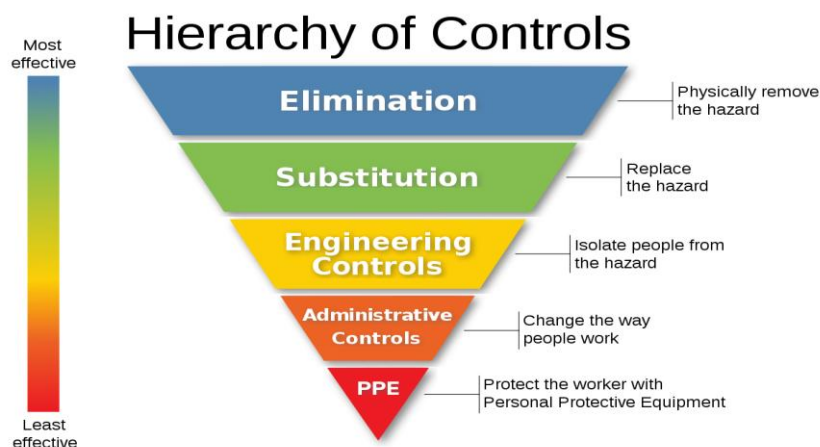
HIRA	- Hazard Identification Risk Assessment
Method Statement	- means a document detailing the key activities to be performed in order to reduce as reasonably as practicable the hazards identified in any risk assessment
MSDS/SDS	- means material safety data sheet / safety data sheet for hazardous chemicals
National Building Regulations	- means the National Building Regulations made under the National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977), and promulgated by Government Notice No. R. 2378 of 30 July 1990, as amended by Government Notices No's R. 432 of 8 March 1991, R. 919 of 30 July 1999 and R. 547 of 30 May 2008
PSP	- Professional Service Provider
PPE	- Personal Protective Equipment
PTO	- Planned Task Observation
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.
Shoring	- means a system used to support the sides of an excavation and which is intended to prevent the cave-in or the collapse of the sides of an excavation or trench
Structure	- means ➤ any building, steel or reinforced concrete structure (not being a building), railway line or siding, bridge, waterworks, reservoir, pipe or pipeline, cable, sewer, sewage works, fixed vessels, road, drainage works, earthworks, dam, wall, mast, tower, tower crane, bulk mixing plant, pylon, surface and underground tanks, earth retaining structure or any structure designed to preserve or alter any natural feature, and any other similar structure ➤ any falsework, scaffold or other structure designed or used to provide support or means of access during construction work; or ➤ any fixed plant in respect of construction work which includes installation, commissioning, decommissioning or dismantling and where any construction work involves a risk of a person falling
Service Provider	- means an employer appointed by the client to perform construction work
SACPCMP	- means the South African Council for the Project and Construction Management Professions
SOP / SWP	- Standard Operating Procedure / Safe Working Procedure

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Temporary works	means any falsework, formwork, support work, scaffold, shoring or other temporary structure designed to provide support or means of access during construction work
Definitions to understand under Control Measures	
Elimination	The Most satisfactory method of dealing with hazards is to remove it in complete (get rid of it). Once a hazard is eliminated the potential for harm is removed
Substitution	This involves substituting a dangerous process or substance with one that is not as dangerous
Isolation	Separate or Isolate the Hazards from making contact with people
Engineering	Implement Engineering controls to eliminate or reduce the risk
Administrative	Administrative control usually involves modification of the likelihood of an accident happening. This is done by reducing the number of people exposed to the hazard and ensuring those that remain exposed to a hazard understand the hazard and the best way to manage the hazard. Administrative controls include – Procedures, Signages, Permits etc.
PPE	Provision of Personal Protective Equipment should only be considered if all the other control measures are impractical.



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4. RISK METHODOLOGY

This risk assessment methodology is used to systematically identify hazards, evaluate associated risks and determine appropriate control measures to eliminate or reduce the risks to an acceptable level.

The methodology follows the principles of hazard identification and risk assessment in accordance with the Occupational Health and Safety Act 85 of 1993 and the Construction Regulations, 2014.

The purpose of this methodology is to:

- Identify hazards associated with project activities
- Determine the potential consequences of these hazards
- Evaluate the likelihood of the risk occurring
- Determine the risk rating
- Implement appropriate control measures

The risk assessment process also supports the application of the hierarchy of controls to eliminate or reduce hazards at source where reasonably practicable.

4. RISK METHODOLOGY

ASSESSMENT				RISK MATRIX						RISK CALCULATION	PRIORITY OF ACTION		
I	INJURY SEVERITY	C	FINANCIAL IMPLICATIONS	26	27	28	29	30	SUM OF: INCIDENT / FINANCIAL / DAMAGE / ENVIRONMENTAL / FREQUENCY / PROBABILITY = RISK VALUE	RISK VALUE		25 - 30	Immediate
1	No injury	1	No [Zero] financial implications	21	22	23	24	25				24 - 21	Within 1 week
2	Minor laceration, contusion or wound (first aid case)	2	R1000 - R9999	16	17	18	19	20				20 - 17	Within 1 month
3	Injury requiring medical assistance <14 Days recover	3	R10 000 - R99 999	11	12	13	14	15				16 - 09	Within 6 months
4	Serious injuries, trauma >14 Days recovery	4	R100 000 - R499 999	6	7	8	9	10				08 - 05	Within 12 months
5	Loss of life [Fatality]	5	>R500 000	1	2	3	4	5				01 - 04	As reasonable
D	POTENTIAL DAMAGE / LOSS	E	ENVIRONMENTAL IMPACT	ACTION REQUIRED							CONSIDER		
1	No damage	1	No effect	Critical			Terminate operation / Competent Supervision / Specialist training / Method Statement / Risk assessments / Safe work procedures / Permits				Intolerable: Change method / Terminate Risk		
2	Minor damage	2	Minor effect										
3	Med. damage/loss, short stoppage (repaired on site)	3	Serious effect (Short Term)	High			Competent Supervision Training / Certification Method Statement / Risk assessments / Safe work procedures Planned task observations / Toolbox talks				Change method Transfer Risk Mitigate		
4	More serious damage/loss & delay	4	Very serious effect (Long Term)										
5	Severe damage/loss & long-term delay	5	Catastrophic effect										
P	PROBABILITY	F	FREQUENCY OF OCCURRENCE	Medium			Competent Supervision / Training / Certification / Method Statement / Risk assessments / Safe work procedures / Planned task observations / Toolbox / Safety talks				Change method Mitigate		
1	Event has never occurred probability of <1%	1	No occurrence										
2	Events have probability of between 1% and <25%	2	Occurs very seldom [5 Years]										
3	Event has probability of between 25% and <50%	3	Occurs occasionally [1 Year]	Low			Supervision / Training / Certification / Method Statement / Risk assessments / Safe work procedures / Training / Toolbox / Safety talks				Written Instructions		
4	Event has probability of between 50% and <90%	4	Occurs often [Monthly]										
5	Event occurs frequently & >90% of re-occurring	5	Could / Has Happened [Weekly/Daily]										

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graph TD; A[The risk assessment process focuses on the identification of hazards and the evaluation of associated risks related to the project activities. Hazard identification is a critical step, as hazards not identified at this stage may not be addressed in subsequent phases, potentially resulting in harm to persons, property, the environment, or project performance..] --> B[Determine: Hazards/Aspects - directly responsible for the event occurring including design, process, environmental, human and organisational factors]; A --> C[Determine: Consequences - follows from the occurrence of an event and results in a loss or gain occurring.]; B -- AND --> C; B --> D[List existing Preventative controls  
Controls that will prevent risks from occurring and are attached to the risk and its hazards and reduce the likelihood of the risk occurring.  
Consider:  
• Design controls  
• Safety devices  
• Signs & signals  
• Admin controls  
• Human behaviour]; C --> E[List existing - Corrective controls  
Controls that will assist in recovering from an adverse incident and are attached to the consequence - they assist in reducing the impact of a risk.  
Consider:  
• Design controls  
• Safety devices  
• Signs & signals  
• Admin controls  
• Human behaviour]; D --> F{Manageable Risk level}; E --> F; F -- Yes --> G[ ]; F -- No --> H[ ]
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The risk assessment process focuses on the identification of hazards and the evaluation of associated risks related to the project activities. Hazard identification is a critical step, as hazards not identified at this stage may not be addressed in subsequent phases, potentially resulting in harm to persons, property, the environment, or project performance..

Determine:
Hazards/Aspects - directly responsible for the event occurring including design, process, environmental, human and organisational factors

Determine:
Consequences - follows from the occurrence of an event and results in a loss or gain occurring.

AND

List existing Preventative controls
Controls that will prevent risks from occurring and are attached to the risk and its hazards and reduce the likelihood of the risk occurring.
Consider:

- Design controls
- Safety devices
- Signs & signals
- Admin controls
- Human behaviour

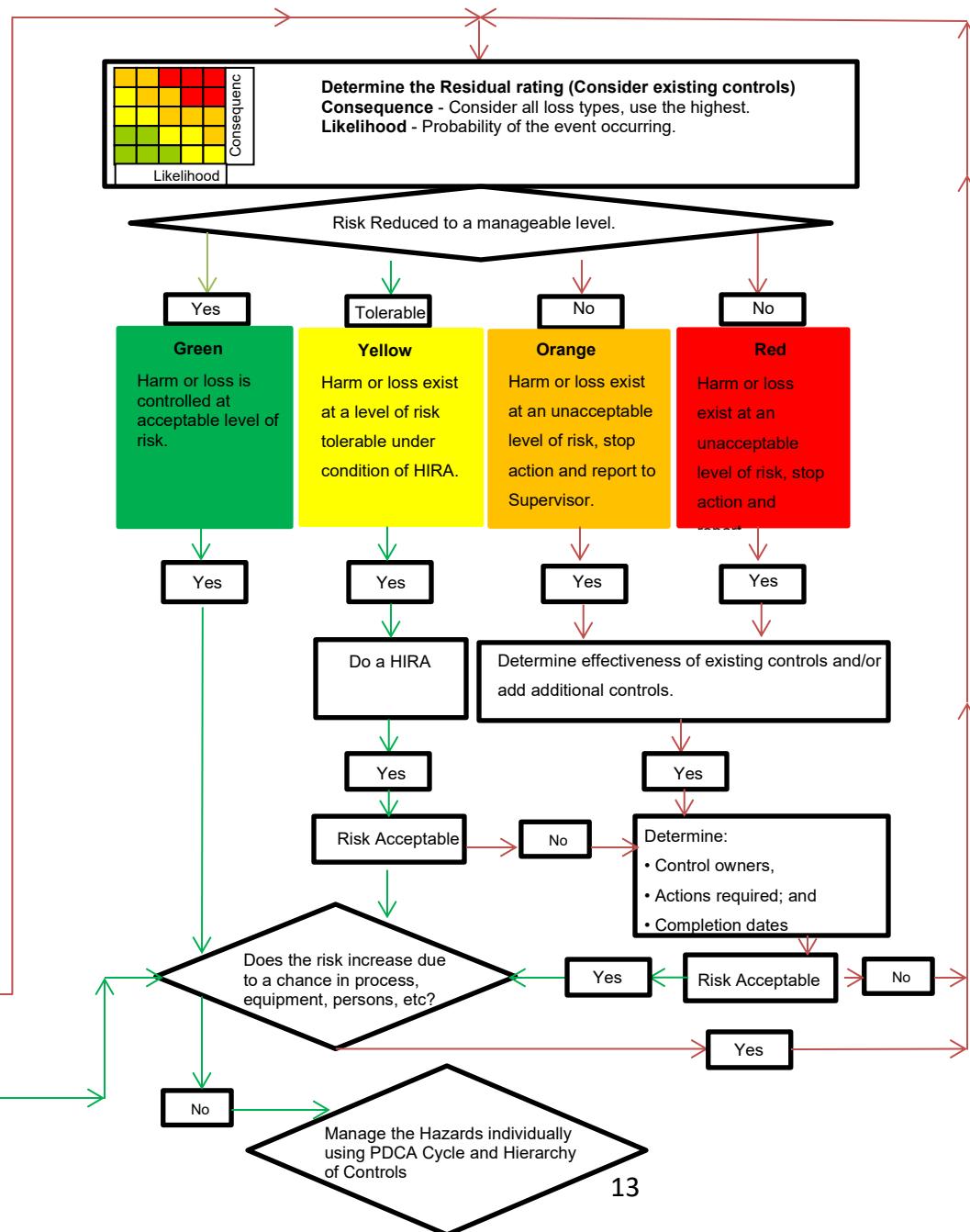
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Controls that will assist in recovering from an adverse incident and are attached to the consequence - they assist in reducing the impact of a risk.
Consider:

- Design controls
- Safety devices
- Signs & signals
- Admin controls
- Human behaviour

Manageable Risk level

Yes

No



6. BASELINE RISK ASSESSMENT

ACTIVITY (Work to be performed)		POTENTIAL HAZARD (Injury / Damage / Loss)	POSSIBLE RISK (Type injury/damage/loss)	RISK EVALUATION							PREVENTATIVE MEASURES	CONTROLS (Registers, Policies, Procedure)	RESIDUAL RISK						
				I	C	D	E	P	F	R			I	C	D	E	P	F	RR
Stage 5 – Construction Documentation and Management																			
S5-01	File Approval as per OHS Requirements and Client Specification	Work commencing prior to file being available and approved.	Non-Conformances issued or Default letters issued could result in termination of non-compliant contractors that would result in project delays or cancelation	1	4	3	2	4	4	18	No Work may commence until the Health and Safety Plan has been approved in accordance with client requirements.	- Health and Safety Plan / file approval letter - Copy of Health and Safety Plan - Copy of LOGS - Valid Competencies, appointments, medicals, work permits etc. - Site Establishment plan / layout	1	3	2	2	2	2	12
		No valid registration with COIDA.	Contractors with no valid COID could cause injured employees not to be covered by the compensation fund, this will lead to direct and indirect cost to the company																
		Expired Documentation (e.g. competencies, equipment load test, medicals, work permits)																	
		Documentation not available or approved as per required Client Spec and OHS act.																	
S5-02	Notifying Department of Employment and Labour of Construction works	Principal Contractor commencing with works without Notifying Department of Employment and Labour	Contravention of the OHS Act and its Regulations could result in fines and work stoppages	1	3	3	3	3	4	17	NOC to be submitted by Principal Contractor at least 7 days before commencement of works to the DoEL.	- Annexure 2 - Proof of submission to DoEL	1	3	2	2	2	3	13
S5-03	Risk Identification	Risk assessments not conducted, not site-specific, or performed by an incompetent person	Failure to conduct suitable and sufficient risk assessments may result in hazards not being identified, leading to serious injuries, fatalities, inadequate control measures and unsafe working conditions	4	4	4	4	3	3	22	Issue based Risk Assessment must be developed by a competent risk assessment team that includes the risk assessor, construction manager and supervisor, SHE Rep and relevant skilled employees.	- Client Health and Safety Specification - Baseline Risk Assessment - Method Statement of Tasks - Risk Assessor competency - Issue based risk assessments - Training / communication records - SOP/SWP - Risk Assessment	4	4	3	3	2	2	18
											All risk assessments, method statements and safe working procedures must be communicated to the required employees conducting those activities. Record of communication / training must be kept in Safety file.								
											No Activity to commence if risk assessment								

ACTIVITY (Work to be performed)		POTENTIAL HAZARD (Injury / Damage / Loss)	POSSIBLE RISK (Type injury/damage/loss)	RISK EVALUATION							PREVENTATIVE MEASURES	CONTROLS (Registers, Policies, Procedure)	RESIDUAL RISK											
				I	C	D	E	P	F	R			I	C	D	E	P	F	RR					
											and method statement has not been approved by the relevant person.	training												
											All risk assessments and method statements must be reviewed if any changes occur, such as change of management, changes to conditions, changes to scope, incidents etc.													
											Competent Risk Assessor to use hierarchy of controls when identifying controls to be implemented													
											No work may commence unless a suitable and sufficient risk assessment and method statement has been developed, approved and communicated to all affected person													
S5-04	Delivery, Loading, Offloading and Material Handling of Electronic Equipment and Cabinets	Manual handling, falling loads, moving equipment	Musculoskeletal injuries, crush injuries, damaged equipment	3	2	2	1	3	2	13	Plan deliveries,assess weights Use suitable handling equipment and competent personnel	- Team lifting - Trolleys - Lifting aids - PPE - Housekeeping and supervision	2	1	1	1	2	1	8					
	Temporary Storage and Handling of Electronic Equipment, Cabinets and components	Poor stacking Unstable storage Obstructions	Falling objects, equipment damage, slips trips and falls	2	2	2	1	3	2	12	Allocate secure storage areas and protect equipment from damage	- Stack materials safely - Maintain housekeeping - Inspect storage area daily	1	1	1	1	2	1	7					
S5-06	Installation of Electronic key management cabinets and firearm management units	Live electrical circuits Exposed conductors Faulty wiring	Electric shock Burns, fire, equipment damage	4	3	3	2	3	2	17	Electrical work by competent persons only. Isolate supply before commencing work	- Lock-out/tag out where applicable - Insulated tools - Testing before energising - Electrical compliance verification	2	2	1	1	2	1	9					
S5-07	Installation of Network Connectivity components and communication equipment	Existing ICT services Cable installation Drilling into concealed services	Damage to ICT infrastructure Service interruption Trips and falls	3	3	2	1	3	2	14	Coordinate with ICT representatives before installation and confirm service routes	- Cable management - Approved installation procedure - Restricted access and inspections	2	1	1	1	2	1	8					

ACTIVITY (Work to be performed)		POTENTIAL HAZARD (Injury / Damage / Loss)	POSSIBLE RISK (Type injury/damage/loss)	RISK EVALUATION							PREVENTATIVE MEASURES	CONTROLS (Registers, Policies, Procedure)	RESIDUAL RISK						
				I	C	D	E	P	F	R			I	C	D	E	P	F	RR
S5-08	Drilling and minor installation works	Flying particles Dust, rotating equipment Noise	Eye injuries, cuts Respiratory irritation Hearing damage	3	2	2	2	3	3	15	Inspect tools, identify concealed services before drilling and use competent operators	- Safety glasses - Hearing protection - Dust suppression - Tool inspections and - Safe work procedures	2	1	1	1	2	1	8
S5-09	Testing and commissioning of Electronic Key and Firearm Management system	Moving cabinet doors and drawers, electronic locking mechanisms, temporary power leads, functional testing activities	Pinch injuries, Hand injuries, Slips, trips and falls, equipment damage	3	2	2	1	3	2	13	Conduct testing and commissioning in accordance with approved procedures and manufacturer requirements. Restrict access to the work area during testing	- Competent personnel - Controlled commissioning - Functional testing - Supervision - Housekeeping - Client acceptance testing	2	1	1	1	2	1	8
S5-10	Communication and coordination between contractors, ICT, security and the Client	Poor communication Simultaneous activities Uncontrolled access to work areas	Personnel entering work areas, unsafe work practices, interface incidents and delays	3	2	2	1	3	2	13	Establish communication protocols and coordinate activities before commencing work	- Daily coordination meetings - Access control procedures - Supervision and - Communication records	1	1	1	1	2	1	7
S5-11	Stacking and storage of material & Housekeeping	Unstable stacking of goods / materials / Unsafe Stacking Procedures	Unsafe or unstable stack of materials could cause the stack to fall over resulting in serious injuries and even fatalities when employees are trapped underneath the stack.								Sufficient space for stacking of material to be provided, housekeeping to be maintained and cleaning of areas to be maintained.	- Checklists - Issue-Based Risk Assessment - DSTI's - Toolbox talks - Stacking Procedure - Appointment letter - Signages							14
		Stacking & Storage area not identified and demarcated									Stacking and storage areas to be barricaded to prevent unauthorized entry. Signages must be placed at designated area								
		Pinch Points	Not wearing the required PPE when stacking of materials could result in pinch point injuries to hands and fingers	4	3	3	3	3	3	19	All contaminated ground must be removed and disposed of at a registered waste facility. Waste Disposal must be available								
		Snakes									Workers to be aware of snakes, toolbox talks to be done for the awareness of snakes in surrounding area, if snakes are found on site, a snake handler must be contacted to remove snakes safely.								
		No clear walkways at stacking and storage areas	Poor Housekeeping standards																
		Unauthorized entry	No clear walkways at stacking area could cause employees to trip and fall over materials										All walkways at stacking and storage area must be kept clean and free from tripping hazards						

ACTIVITY (Work to be performed)		POTENTIAL HAZARD (Injury / Damage / Loss)	POSSIBLE RISK (Type injury/damage/loss)	RISK EVALUATION							PREVENTATIVE MEASURES	CONTROLS (Registers, Policies, Procedure)	RESIDUAL RISK												
				I	C	D	E	P	F	R			I	C	D	E	P	F	RR						
			resulting in bodily injuries									Waste must be removed on a regular basis to a registered waste facility, proof must be kept in the safety file on site. Housekeeping on site must be done on a daily basis, all rubble must be removed and placed at the designated waste area. Aggregate or soil should be stacked at a reasonable height and not close to any machinery or equipment. The principal contractor to ensure that: - A competent person is appointed in writing to supervise all stacking and storage on a construction site. - The height of any stack does not exceed 3 times the base unless stepped back at least half the depth of a single container at least every fifth tier or the approval of an inspector of the Department of Labour has been obtained to build the stacks higher with the aid of a machine. (The operator of the machine must be protected against items falling from overhead or off the stack and no items may overhang);													
S5-12	Emergency Preparedness (Fire Prevention, First aid)	Inadequate emergency planning Inadequate first aid. Inadequate fire prevention and protection measures Incompetent First Aider or Fire fighters appointed	Emergency services unable to respond to emergencies could cause serious injuries to lead to disabling injuries or even fatalities No first aid equipment could cause infections to minor injuries such as cuts if not cleaned immediately. This could increase the severity of any injury Incompetent First aider could cause injured	5	5	3	2	3	3	21	Emergency Preparedness The principal contractor to appoint a competent person to act as emergency controller and/or coordinator. The principal contractor to conduct an emergency identification exercise and establish what emergencies (such as health, safety, environmental, third party or community related actions etcetera) could possibly develop. Contractor must then develop detailed contingency plans and emergency procedures, considering any emergency plan that the project/site may have in place. The principal contractor and the other	• Emergency Plan / Preparedness Plan • Emergency Evacuation Procedure • Checklists • Competencies / training records • Appointment letters • Emergency Contact details • Inductions • Communication records • Toolbox talks • Issue-based Risk Assessment	4	3	2	2	2	2	2	15					

ACTIVITY (Work to be performed)	POTENTIAL HAZARD (Injury / Damage / Loss)	POSSIBLE RISK (Type injury/damage/loss)	RISK EVALUATION							PREVENTATIVE MEASURES	CONTROLS (Registers, Policies, Procedure)	RESIDUAL RISK												
			I	C	D	E	P	F	R			I	C	D	E	P	F	RR						
		employees' severity of an injury to increase when applying incorrect treatment Incompetent Fire Fighter could cause fires on site to become uncontrolled resulting in serious injuries, or even multiple fatalities. This will also have an impact on property damaged. No firefighting equipment available on site could cause a fire to become uncontrolled resulting in serious injuries, property damage or even multiple fatalities								contractors must hold regular practice drills of contingency plans and emergency procedures to test them and familiarize employees with them. Emergency evacuation points must be available, and signage displayed First - Aid The principal contractor to provide first-aid equipment and has qualified first-aider(s) on site as required by General Safety Regulation 3 of the OHSACT. The contingency plan of the principal contractor to include arrangements for the speedy and timeous transportation of injured and/or ill person(s) to a medical facility or getting emergency medical support to person(s) who may require it. The principal contractor to have firm arrangements with his contractors in place regarding the responsibility of these contractor's first-aid arrangements as well as treatment of injured and/or ill employees. Fire Prevention and Protection The principal contractor to ensure that a) Sufficient and suitable storage of flammables is provided. b) employees are trained in the use of the firefighting equipment and know how to attempt to extinguish a fire; (these employees must be appointed and proof of competency to be available on site. c) A sufficient number of employees are appointed and trained to act as an emergency team to deal with fires and other emergencies. d) Employees are informed regarding emergency evacuation procedures and														

ACTIVITY (Work to be performed)	POTENTIAL HAZARD (Injury / Damage / Loss)	POSSIBLE RISK (Type injury/damage/loss)	RISK EVALUATION							PREVENTATIVE MEASURES	CONTROLS (Registers, Policies, Procedure)	RESIDUAL RISK						
			I	C	D	E	P	F	R			I	C	D	E	P	F	RR
										escape routes this must be included in the induction of all workers and visitors. e) Emergency escape routes are always kept clear and clearly marked. f) Roll call is held after evacuation to account for all employees and to ensure that no-one including visitors and disabled persons have been left behind. g) A clear audible siren or alarm is fitted and regularly tested. If this is not practicable to the site, other method of warning employees must be used, for example whistles. All emergency procedures / plans must be communicated to all employees onsite								

7. DECLARATION OF ACKNOWLEDGMENT AND COMPLIANCE

I, _____, hereby confirm the following:

- I have read and understood the Baseline Risk Assessment.
- I confirm my intention to comply with all relevant legislative requirements.
- I acknowledge and accept the responsibilities and duties assigned to me and confirm my understanding thereof.

This declaration is made and agreed to at _____, on this _____ day of _____, 2026, in the presence of the undersigned witness.

Signature: _____

Date: _____

Witness Name: _____

Witness Signature: _____

Signed on behalf of (TBA) (PRINCIPAL CONTRACTOR)